

Music Lessons Handbook | 2026

Olivia De La Fuente, teacher

Location

Miss Olivia teaches in her apartment studio on Kenyon Street NW, Washington, D.C., also at Dale City Music in Woodbridge, VA, and also at Iglesia De Fe Y Amor in Dumfries, VA.

Student Prerequisites

Piano: Students must be at least 4 years of age and know letters and numbers. Students may be taught through age 18 years old or until graduated high school, whichever comes last.

Strings: Students must be at least 7 years old and have completed 2nd grade. Students may be taught through age 18 years old or until graduated high school, whichever comes last.

Adults: Adult students may join at the teacher's discretion.

In order to enroll, all students are required to have the following:

- An instrument and equipment for use at home
- Books or learning materials
- Understanding of music as a discipline, not necessarily a hobby
- Readiness to learn

Student Materials

Most students will use the *Faber's Piano Adventures* curriculum as a base, with other books for solo repertoire and technique and theory. Most string students will use the *Essential Elements* books, with some other books for solos and technique. (Miss Olivia is comfortable teaching from other curriculums if the student is coming from another teacher.) Parents are responsible for purchasing materials, and will be notified of books needed. A variety of materials, from curriculum to technique to repertoire, enable students not only to build skills, but also to find music they are passionate about and want to play.

Acquiring an instrument: LNL Music Studio has a few string instruments available for rental to studio students. If you are in need of a piano, violin, viola, or cello, please contact Miss Olivia. If you are looking to purchase a piano, the brands Yamaha, Roland, and Casio are great quality starters. For string purchases, rentals, materials, and/or repairs, check with:

Brobst Violin Shop - Alexandria, VA

Potter Violins - Takoma Park & Gaithersburg, MD

Fairfax Fine Violins - Fairfax, VA

Day Violins - Chantilly, VA

PLEASE: When choosing an instrument, avoid buying an instrument that is not of a well-known brand, or does not come from a proper dealership. Options from places such as Amazon, Temu, etc. are low-quality options and are not real instruments, but toys. These will hinder instead of help your student. A good quality instrument produces a good quality sound, which will support student success from the beginning. There are plenty of good quality instruments to be found, no matter your budget. Please contact Miss Olivia for assistance in finding one.

Fees

Lessons are purchased by month and include four 30 minute lesson slots. If a fifth lesson falls in the same month, the student may choose to claim it (for free!), but a fifth lesson cannot be made up if missed. Lesson fees are due paid on the first day of the month.

New Student One-time Enrollment Fee: \$25 per new student

Monthly Lesson Fees:

30 minutes: \$200 piano | \$225 strings

45 minutes: \$250 piano | \$275 strings

60 minutes: \$300 piano | \$325 strings

Rewards Program

A reward program is available for students age 4 through 3rd grade. The cost is \$10 per reward punch card. In the program, students practice and complete assignments to earn punches. Full cards are turned in to redeem prizes. This program runs September through May.

Discounts:

Large family discount (3+ students enrolled) - 20% off

Homeschool Discount - 20% off for regular lesson times scheduled 11:00am-3:00pm

**Discounts cannot be combined with other discounts/offers.*

Scholarships:

LNL Music Studio offers a small number of scholarships to students under 18 who desire to take lessons but need assistance. If you would like more information or an application, please contact Miss Olivia.

Payment Methods

Miss Olivia accepts cash, check, and the payment apps Apple Pay, Zelle, and CashApp. It is the responsibility of the parent to pay the monthly fee on time. Account statements will be sent out monthly towards the end of the month.

Payment Policy

Lesson and class fee payment is due on the **first** day of the month, is late on the **seventh** of the month, and incurs an overdue fee on the **tenth** of the month. Lesson fees that are late (unpaid on the seventh day of the month) will not receive lessons until the monthly fee is paid. Email, phone, and/or verbal notifications will be communicated regarding payment. Account statements will be sent out monthly towards the end of the month.

Overdue and Late Fee Policy

Any lesson or class fees that are unpaid after the **tenth** day of the month **incur a late payment fee of 20% of the total amount**, and the family/student(s) are automatically unenrolled immediately. Enrollment can be regained by paying the original lesson fee, the late payment fee, *and the next month's lesson fee* in full. Email, phone, and/or verbal notifications will be communicated regarding overdue fees. Account statements will be sent out monthly towards the end of the month.

Any other invoice that is unpaid **10 days** past the day that the parent/guardian received the invoice will also **incur a late payment fee of 20% of the total invoice amount**. The family/student may lose privileges in this case as well, especially if gross delay of payment continues.

Lesson Availability & Scheduling

Mondays - available at Kenyon Street
Tuesdays - available at Kenyon Street
Wednesdays - available at Dale City Music
Thursdays - available in Dumfries, VA
Fridays - by appointment only
Saturdays - available at Dale City Music
Sundays - unavailable

This schedule is subject to change, but is current as of January 21, 2026.

Late and Missed Lessons

If a family is **late** to their lesson time, *they may not get their full 30 minutes as usual*. Miss Olivia can only guarantee their appointed lesson slot (ex. 3:30pm - 4:00pm), due to the fullness of her schedule. She will however, do the best she can with the time the student has left. *Time lost because of lateness will not be added to another lesson or given a make-up session.*

Inevitably, at some point a lesson will be **missed**. With prior notice given of at least **twelve hours before the lesson**, a lesson can be missed without consequences and stored for later. Lessons missed must be made up in the current or the month after. Once the month after is past, the missed lesson is expired and cannot be made up. Only two missed lessons can be stored at a time. **Make-up lessons can only be scheduled one time. If missed, it expires.**

*Please note: It is the responsibility of the **parent** to get their student's make-up lesson day and time scheduled.*

Planned Absences

For planned absences, please notify Miss Olivia the month before, and the next lesson fee can be adjusted accordingly. If a student needs to miss lessons for an entire month, a fee of 25% of his total regular fee must still be paid in order to hold his lesson slot until the next month. If the family/student chooses not to pay the 25% fee, their lesson slot will not be reserved and it may not be available when they return.

No Call/No Show Policy

Lessons missed without sufficient notice or without any prior notice will not be stored, made-up, or refunded.

Discontinuation of Lessons

The parent/guardian must give a verbal or written notice 15 days (includes two weeks of lessons) prior to discontinuing lessons. Parents/guardians discontinuing with less than 15 days notice will still be charged for lesson fees covering the 15 day notice period.

Snow Days

Miss Olivia does not usually cancel lessons for snow days. If students can make it to her, she will teach them. However, if a student's school district has declared a snow day, the student may cancel the lesson with no consequences and store it for later.

Holidays

No lessons will be held on the following holidays, but this schedule is subject to change:

MLK Day

Presidents' Day

Memorial Day

Juneteenth

Independence Day

Labor Day

Columbus Day

Veteran's Day

Thanksgiving - Wednesday, Thursday, Friday

Christmas Break: TBD for 2026

Events

There will be three or four recital-type performance opportunities throughout the year. The annual Spring Recital (usually in April) is *required* for all students. Other performances that may be available include a End-of-Summer Showcase, a Christmas Concert, and style specific concerts (such as jazz, or sacred).

Evaluations and Exams

All students will be highly encouraged (and eventually expected) to take part in exams and evaluations. These programs help to track student progress, set goals for students to accomplish, and push students to grow. Most evaluations are between \$30-\$50, depending on level.

Piano Exam Programs:

- National Federation of Music Teachers - evaluations in February/March
- National Guild of Piano Teachers - auditions in May/June
- Associated Board of Royal Music School - video exams available anytime

String Exam Programs:

- National Federation of Music Teachers - evaluations in February/March
- American String Teachers Association - exams in June
- Associated Board of Royal Music School - video exams available anytime

Other Opportunities

The DMV area offers many opportunities for young musicians to get involved, including music competitions, community youth orchestras, music “internships”, volunteer opportunities, violin luthier programs, piano tuning and repair training, and more. If interested in one of these or another opportunity, please let Miss Olivia know.

Summer Music Camps

Summer music camps are great for student growth through positive peer pressure, instruction from outside teachers, and broadening the student’s vision and inspiring him. Summer programs are encouraged for high-schoolers especially. Please contact Miss Olivia if you are interested in working toward a summer camp. Most applications for camps are due in February/March.

Summer PRACTICE-THON

In the summer, Miss Olivia holds a summer practice competition for students. The practice-thon runs June through August, and culminates in the End-of-Summer Showcase. The one-time entrance fee changes slightly from year to year, but is around \$20 per student. First, second, and third places receive prizes in each of the competition levels.

Classes

Tiny Tunes Piano Club: for children ages 4-6 to explore the world of piano. An structured, hour-long class that meets twice weekly for four weeks. A detailed evaluation system assesses each child for readiness to begin piano lessons.

Music Montessori: for children age 3-6; an exposure to the music elements in a non-structured, exploratory environment.

Group String Classes: a beginner strings class for upper elementary through middle school students who want to start violin. Ask for start dates.

Mount Pleasant Youth Strings: an advanced strings player class for students with previous playing experience. An audition is required to join. Auditions are rolling and open to all instruments of violin string players.

Classroom Guidelines

All students and families are expected to exhibit behavior respectful to their surroundings at all times. The studio is a working and learning space, but it is also the teacher’s home, a shared public space, or a place of worship. Adults can be held financially responsible if a member of their family or group causes damage to studio instruments or accessories, other’s building or property (at any teaching location), and/or other items (at any teaching location).

Behavior Guidelines

Students and families are expected to be respectful not only to their surroundings, but also to the teacher and other families and students they may encounter. Negative student behavior will be reported to parents. Gross, repeated and/or habitual misbehavior from any person of the family will result in anything from loss of privileges while at the teaching location, to refusal of the teacher to continue lessons.

Parent/Guardian Guidelines

The parent/guardian (or their appointed adult accompanying their child) may not leave the apartment during the lesson. If they must leave, **their student(s) will go with them.** Music lessons are not an after-school care program. Lessons are a time of one-on-one instruction for the child, during which the observance of the parent/guardian is required so that they can further support their student at home through the week. Parent support at home is vital for the success of their student. The younger the child, the more hands-on the parent should expect to be during practice at home. The parent/guardian may also be given reading or other educational material during the lesson for their own learning.

The parent/guardian is also responsible for any other children they bring with them, and for controlling and occupying those children quietly during the teaching time. (Miss Olivia has a few toys that are free to be used.) Other children are welcome to be in the room during the lesson, but the parent/guardian will still be expected to be attentive to what their child is learning during the lesson.

Media Collection and Usage Policy

Miss Olivia may occasionally take photos, videos, or audio recordings of students, individually or in a group, including faces and voices. These forms of media may be shared publicly and/or online. If you wish for your child to be **excluded** wholly or partially from such media, please request a Media Permission Withdrawal form from Miss Olivia. Media Permission Withdrawal forms can be requested or updated at any time.

Security Camera

All teaching locations have security cameras that are in working order and videoing during lessons.

Studio Instrument Care

No liquid or food (including gum and candy) is allowed at or around the piano or other instruments. Hands must be clean and dry before touching any instrument.

Updates To This Document

Periodically, the Information and Policies document may be updated, edited, or added to. Parents/guardians will be notified and sent the updated document via digital copy (the current version is also available on the studio website). They will also sign a new info and policies agreement document at least yearly, possibly more frequently. However, a signature on the current document is not required to be held to the current policies.

Notice of New Length/Prices - Coming June 1, 2026

Starting June 1, 2026, lessons will be a minimum of 45 minutes long, and prices will increase to \$250/mo for piano, and \$275/mo for strings. The extra fifteen minutes will be helpful for games, prepping for performances, and implementing hands-on skills. Many elements of music such as rhythm, notation, ear training, improvisation, music theory, and other things that are not learned straight out of a curriculum book, but are still just as important for well-rounded musicians to know.

Other Music Services

Miss Olivia is happy to offer her student families other music services (i.e. piano accompanying, recording, music writing, instrument repair, instrument purchase advising at a violin shop, extra instruction via video calls for a specific performance preparation). She does have to charge fees for these things, to cover labor, time, and travel expenses. A price will be agreed upon before committing to an extra music service.

Refusal of Services

Miss Olivia reserves the right to refuse instruction to any student or family based on her individual judgment. Specific reasons for refusal will be explained to the parent(s) verbally and/or in writing before discontinuing.

Teacher Absence

Miss Olivia may occasionally need to miss lessons for planned or unplanned reasons. If unplanned, she will contact parents to reschedule lessons. For planned absences, she will notify parents ahead of time and will change invoices or schedules if needed.

Contact Platforms

Text/Whatsapp: (740) 877-8272

Email: livvnlearn.ms@gmail.com

Web: www.livvnlearnmusicstudio.com

FB: Livv N Learn Music Studio

IG: @InImusic_studio

Emails and texts can be sent to Miss Olivia at any time, but response time will vary. She may not respond to any communications between 7:00pm and 9:00am, and possibly not at all on weekends. Thank you for allowing her to balance life and teaching.