



# Friendly-Frets Student Safety Policy

Updated April 1st, 2022



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These policies have been put in place to maintain student safety for students under the age of 18 taking in-person or online lessons at Friendly Frets.

## Parent/Guardian Consent Form

- I require a signed Parent/Guardian Consent Form prior to lessons granting me permission to communicate with your child online or in-person and provide them music instruction.

## Communication

- **Email:** I require that a parent/guardians provide me with their email so that I can include them in all online communication with their student via email and Google Drive.
- **Phone/Texts:** I do not communicate with students via phone/texts. The only exception to this is if parents/guardians explicitly grant me prior permission via text or email to communicate with their student about lesson specific topics<sup>1</sup> and cc their phone/email along with their student in the message.
- **Social Media:** I do not communicate with students directly via social media platforms. However, with parent permission/knowledge, students are welcome to join Friendly-Frets Guitar Instruction social media sites to follow content and posts.

## Parent/Guardian Presence Required during Lessons

- **In-Person Lessons:** I require that a parent or a trusted adult (18 or older) accompany their student and be present with them at all times during their lesson at my studio.
- **Online Lessons:** I require that parents or a trusted adult (18 or older) be physically home and available to help/assist their student during their online lesson.

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<sup>1</sup> Lesson-related topics may include a question pertaining to their practice, a link to a song/artist, a photo of sheet music they need help with, or app-specific information such as a Spotify playlist).

## Lesson Videos:

- I do record online lessons through Zoom for the purposes of student/instructor safety and for the benefit of student/parent review.
- I also video record in-person lessons for the purposes of student/instructor safety and for the benefit of student/parent review.
- I upload videos of most recent lessons to student's Google Drive folder. Older videos (older than 3 months) are securely stored in an encrypted drive and available to students/parents upon request.
- I do not share video footage of lessons except with students and their parents.
- I highly recommend that parent's periodically review their student's lesson videos. This is a great way for them to keep apprised of what their student is working on. It also is a helpful tool to help them gauge their student's progress, engagement with lessons, and also provide helpful context if student's are struggling with a particular skill or concept.
- Please do not hesitate to contact me if you have questions or concerns regarding the management and implementation of online lesson recordings.

## Agreement: Please Sign & Date

(Parents/Guardians signature required for students under age 18)

I have read, understood, and agree to abide by the above stated policies regarding student safety for students under the age of 18 at Friendly-Frets.

**Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_