

POLICIES FOR ASHLEY HALE ART STUDIO AND GALLERY LLC.

***If you choose to take classes or work with me in any way you are automatically agreeing to these policies.**

1. Please do your best arrive on time and/or be ready to begin at the start time of the class. Please send me a text if you are running late.
2. Respect the teacher, materials, others, and most of all yourself. A positive attitude is recommended.
3. Be patient, learning takes time and every student will progress at their own appropriate speed. Remember, it takes 10,000 hours to become a master at one skill.
4. I have the right to refuse service to anyone. Please know that I do not accept everyone as a student. Our personalities will need to be compatible and we must have a similar understanding of goals and expectations. Focus is a big factor for acceptance. If the student has trouble maintaining focus for 30- 60 mins, then perhaps, the time may not be right for them. Learning takes courage and drive.
5. If they're are any physical or emotional issues, such as self-confidence, depression, ADD, OCD, or neurodiversity, that may hinder you or your student in realizing your art goals please share them with me if you feel comfortable, it helps me teach each individual the best way they learn. Please also let me know if you or your student have any dangerous allergies so I can be sure to keep everyone safe.
6. Please note that on occasion art can make religious connections and contain nudity. Please understand these topics are treated with respect and maturity in the fine art community and you/ your student will be asked to do the same
7. If you choose to work with me you agree to all policies stated here, including the rescheduling and billing policies. If you choose to work with me you agree to all policies stated here, including the rescheduling and billing policies. You and or your student release Ashley Hale from any liability, including and not limited to, any pre or pro-existing

conditions that may hinder or prevent you (or your child's) physical or emotional, artistic abilities. Additionally, you and your student release Ashley Hale from any responsibility of injury or any damage of property that may occur.

Billing:

1. Tuition is billed month-to-month and payment is due prior to each month of lessons.
2. Payment types can be discussed when we chat but generally I take payment through apps. I am working toward setting up automatic tuition notifications and processing.

Scheduling:

1. Class schedules are set on a weekly basis one month at a time. We will work together to find the best day and time I have available.
2. Classes are ongoing, if you would like to stop classes you must notify me one month prior, at the beginning of your last month of lessons. Or in other words, give as close to 30 days notice as possible.
3. If you are going out of town during a month of lessons please let me know when we discuss tuition, prior to the month of classes that will be effected. Previously notified vacations are eligible for rescheduling. If you will be out of town for an extended period of time you can "pause" your classes but the time and day of your classes will not be held, I will get you back on the schedule once you are back in town given I have room. Classes can not be omitted from the schedule for credit, and the monthly schedule/length of class time can not be prorated in any way.
4. Missed classes are eligible for one (I allow more if it makes sense) reschedule a month, but you also don't have to reschedule if you don't want to. To be eligible you must notify me via text no less than 24 hours prior to the start of your lesson time. Rescheduled classes must be made up before the start of the next month's lessons, or they will be forfeited. Rescheduling classes will always be handled case-by-case and at my own discretion. I understand life moves quickly and I am very flexible when it makes sense. Automatic reschedules are given if I am unable to make it to a lesson.

5. Weather conditions and snow days follow the closure at SVSD. Classes canceled due to weather can be rescheduled.

Communication:

Is KEY! My customized lessons are very individual and unique, requiring student communication and full participation. If you are a parent of a student I require we communicate regularly about what your student is working on and their progress. This can be as casual as a quick follow up chat following class or you can reach out to schedule a time we can chat about your students progress and education moving forward. If you have a specific idea on your students learning path, please share this with me in full so we can form a plan together that we both agree on.