Holton-Arms School Arts Adjunct Program 2026-2027
Music Lesson Policies and Procedures

Holton-Arms School's Arts Adjunct Program offers private and group lessons in instrumental and vocal music.

Session Dates

Fall Semester (17 Weeks maximum): Monday, September 14, 2026 to Sunday, January 31, 2027
Spring Semester (18 Weeks maximum): Monday, February 1, 2027 to Sunday, June 13, 2027
Summer Session (10 Weeks maximum): Monday, June 14, 2027 to Sunday, August 29, 2027

Lesson Fees and Required Minimums

Payment is due in full before the first scheduled lesson. A minimum of eight (8) lessons are required for the Fall and Spring Semesters, and four (4) lessons minimum for the Summer Session. New students may arrange a single trial lesson before committing to a full lesson package.

Lesson fees are:

$60.00 for each 30-minute lesson
$87.50 for each 45-minute lesson
$115.00 for each 60-minute lesson

Registration Process

1. New students submit an inquiry form for the instrument they wish to study. Returning students begin at Step 2.
2. Contact an instructor (info provided via inquiry confirmation) to set your lesson schedule.
3. Once the schedule is confirmed, register online and submit payment.
4. The Arts Adjunct office will confirm your lessons with an email that includes lesson location, check in procedures, and/or Virtual lesson login information, as well as an electronic calendar invitation.

Scheduling In-Person Lessons

In person lessons at Holton-Arms School may be scheduled Monday through Friday from 3:30 until 7:30 p.m. on days the campus is open. In person lessons are not scheduled on school holidays, breaks, or on certain major event dates (see Significant and Excluded Dates list), but may be held on Professional Days or Conference Days when the campus is open but Holton students do not have classes.

Excluded Dates: A full list of dates in-person lessons may and may not be held is outlined at the end of this form. These dates are subject to change; registered students will be informed of changes via email.

Scheduling Virtual Lessons

Virtual lessons should occur between 8 a.m. to 8 p.m., at times and on dates mutually convenient to both the student and instructor. Virtual lessons are not subject to the same scheduling limitations as in-person lessons; however, the Arts Adjunct office will not schedule virtual lessons on Excluded Dates unless they are specifically requested on the Student Information Form at registration.

Inclement Weather: If Holton-Arms School cancels school or closes early for inclement weather or other event out of its control (such as a power failure), in-person lessons will be cancelled for that day. Virtual lessons may still be held as scheduled. Cancelled in-person lessons may be converted to virtual lessons, rescheduled to a different day, or refunded if rescheduling is not possible within the same session.

Program Withdrawal and Refund Policy

A portion of lesson fees includes a non-refundable registration fee equal to $15 or five percent (5%) of the total program cost, whichever is larger. Requests to withdraw must be submitted in writing to artsadjunct@holton-arms.edu. Refunds for program withdrawal will be given as follows:

- Withdrawal within three (3) calendar days of registration: All fees less the cost of any lesson dates that have already occurred will be refunded.
- Withdrawal four (4) or more calendar dates after registration but before first lesson: All fees less the non-refundable registration fee will be refunded.
- Withdrawal before four scheduled lesson dates: Fifty percent (50%) of fees less the cost of any lesson dates that have already occurred will be refunded.
- Withdrawal after four scheduled lesson dates: No refunds will be given.

Funds forfeited due to withdrawal are not transferrable to future lessons, to a sibling's account, or to any other program.

Lesson Cancellation and Reschedule policy

Requests to cancel or reschedule a lesson must be communicated directly with the instructor (phone, text, or email) at least 24 hours in advance of the scheduled lesson, and no more than two (2) reschedules will be granted per session. Rescheduling lessons cancelled by the student is at the discretion of the instructor, and subject to availability of the instructor or the instruction space. Instructors have no obligation to reschedule no shows or requests given with less than 24 hours' notice.

Instructor Commitment to Lessons

- Instructors will begin all lessons on time on the dates scheduled.
- Instructors will provide as much notice as possible if they must miss or reschedule a lesson.
- Lessons cancelled by an instructor may be rescheduled or refunded if rescheduling is not possible.
- Instructors may communicate with parents regularly regarding their student's lessons, progress, and practice.

Student Commitment to Lessons

- Students should arrive for their lessons on time and fully prepared for the lesson; this includes allowing enough time to check in and/or travel to the lesson location by the lesson start time. Instruments and any required sheet music should be readily accessible when the lesson begins.
- Lessons will end on schedule, regardless of the time the student arrives. Instructors are not obligated to extend the lesson nor to schedule makeup time if a student arrives late to a lesson.
- Instructors may assign additional practice during the period between lessons. Musical progress is greatly improved when students invest the effort to practice between lessons.
- Parents are encouraged to communicate with instructors regularly regarding their student's lessons, progress, and practice.

Health and Wellness Policy

The Arts Adjunct Program complies with all Health and Wellness policies of Holton-Arms School.

If your student feels unwell, they should not attend lessons. If their illness includes a fever, they may not return to the campus until they have been fever-free without the use of fever-reducing medications for at least 24 hours.

Masking for up to five days upon return to campus after absence due to illness is recommended.

Voice Lesson Policy – Age Restriction

The Arts Adjunct Program offers private voice lessons for students age 13 and older (8th grade). Students younger than age 13 are encouraged to invest their time and energy in choral singing experiences offered in school and in the larger community. Good training in healthy and beautiful vocal production is at the core of a quality choral ensemble.

Music Recitals

Arts Adjunct students are invited and encouraged to participate in the Arts Adjunct Showcase of Music; however, participation is optional. Two performances will be held.

The Fall Showcase, scheduled for Monday, November 16, 2026, is generally intended for continuing Arts Adjunct students who participated in the program in the previous season, from fall 2025 through spring/summer 2026; however, new students who feel ready to perform this early in the season are more than welcome to participate.

The Spring Showcase, scheduled for Monday, April 5, 2027, is intended for all new and continuing Arts Adjunct students who wish to participate.

Recitals for players of all instruments take place in Holton's Simms Reception Room. Families are invited and encouraged to attend.

2026 Fall Semester Significant Dates

Date	*Description*	*Condition*	*Restriction?*
Monday, September 14, 2026	First Day of Fall Semester		
Monday, September 21, 2026	Yom Kippur, School Holiday	Campus Closed	No Lessons
Thursday, October 8, 2026	Blue-White Family Night	Major On-Campus Event	No Lessons
Friday, October 9, 2026	Professional Day	No school for Holton students	Lessons available, but Holton families might skip
Monday, October 12, 2026	Fall Break, School Holiday	Campus Closed	No Lessons
Monday, November 2, 2026	MS Parent-Teacher Conferences	No school for Holton MS students	Lessons available, but Holton MS families might skip
Tuesday, November 3, 2026	MS Parent-Teacher Conferences	No school for Holton MS students	Lessons available, but Holton MS families might skip
Monday, November 9, 2026	LS & US Parent-Teacher Conferences	No school for Holton LS & US students	Lessons available, but Holton LS & US families might skip
Tuesday, November 10, 2026	LS & US Parent-Teacher Conferences	No school for Holton LS & US students	Lessons available, but Holton LS & US families might skip
Monday, November 16, 2026	Arts Adjunct Showcase of Music	Arts Adjunct Event	Performers may skip lessons
Monday, November 23, 2026	Thanksgiving Break	Campus Closed	No Lessons
Tuesday, November 24, 2026	Thanksgiving Break	Campus Closed	No Lessons
Wednesday, November 25, 2026	Thanksgiving Break	Campus Closed	No Lessons
Thursday, November 26, 2026	Thanksgiving Break	Campus Closed	No Lessons
Friday, November 27, 2026	Thanksgiving Break	Campus Closed	No Lessons
Saturday, November 28, 2026	Thanksgiving Break	Campus Closed	No Lessons
Sunday, November 29, 2026	Thanksgiving Break	Campus Closed	No Lessons
Friday, December 18, 2026	Winter Break begins 3:30 p.m.	Campus Closes 4:30 p.m.	No Lessons

2026 Fall Semester Significant Dates

Date	*Description*	*Condition*	*Restriction?*
Saturday, December 19, 2026	Winter Break	Campus Closed	No Lessons
Sunday, December 20, 2026	Winter Break	Campus Closed	No Lessons
Monday, December 21, 2026	Winter Break	Campus Closed	No Lessons
Tuesday, December 22, 2026	Winter Break	Campus Closed	No Lessons
Wednesday, December 23, 2026	Winter Break	Campus Closed	No Lessons
Thursday, December 24, 2026	Winter Break	Campus Closed	No Lessons
Friday, December 25, 2026	Winter Break	Campus Closed	No Lessons
Monday, December 28, 2026	Winter Break	Campus Closed	No Lessons
Tuesday, December 29, 2026	Winter Break	Campus Closed	No Lessons
Wednesday, December 30, 2026	Winter Break	Campus Closed	No Lessons
Thursday, December 31, 2026	Winter Break	Campus Closed	No Lessons
Friday, January 1, 2027	Winter Break	Campus Closed	No Lessons
Monday, January 4, 2027	Holton Professional Day	No school for Holton students	Lessons available, but Holton families might skip
Monday, January 18, 2027	Martin Luther King Day, School Holiday	Campus Closed	No Lessons
Sunday, January 31, 2027	Last Day of Fall Semester		

2027 Spring Semester Significant Dates

Date	*Description*	*Condition*	*Restriction*
Monday, February 1, 2027	First Day of Spring Semester		
Monday, February 8, 2027	LS Parent-Teacher Conferences	No school for Holton LS students	Lessons available, but Holton LS families might skip
Tuesday, February 9, 2027	LS Parent-Teacher Conferences	No school for Holton LS students	Lessons available, but Holton LS families might skip
Monday, February 15, 2027	Presidents' Day, School Holiday	Campus Closed	No Lessons
Monday, February 22, 2027	MS/US Parent-Teacher Conferences	No school for Holton MS & US students	Lessons available, but Holton MS & US families might skip
Tuesday, February 23, 2027	MS/US Parent-Teacher Conferences	No school for Holton MS & US students	Lessons available, but Holton MS & US families might skip
Friday, March 5, 2027	Asynchronous Learning Day	No in-person classes for Holton students	Lessons available, but Holton LS families might skip
Friday, March 19, 2027	Spring Break begins 3:30 p.m.	Campus Closes 4:30 p.m.	No In-Person Lessons
Saturday, March 20, 2027	Spring Break	Campus Closed	No Lessons
Sunday, March 21, 2027	Spring Break	Campus Closed	No Lessons
Monday, March 22, 2027	Spring Break	Campus Closed	No Lessons
Tuesday, March 23, 2027	Spring Break	Campus Closed	No Lessons
Wednesday, March 24, 2027	Spring Break	Campus Closed	No Lessons
Thursday, March 25, 2027	Spring Break	Campus Closed	No Lessons
Friday, March 26, 2027	Spring Break	Campus Closed	No Lessons

2027 Spring Semester Significant Dates

Date	*Description*	*Condition*	*Restriction*
Saturday, March 27, 2027	Spring Break	Campus Closed	No Lessons
Sunday, March 28, 2027	Spring Break	Campus Closed	No Lessons
Monday, March 29, 2027	Last Day of Spring Break	Campus Closed	No Lessons
Tuesday, March 30, 2027	Professional Day	No school for Holton students	Lessons available, but Holton families might skip
Monday, April 5, 2027	Arts Adjunct Showcase of Music	Arts Adjunct Event	Performers may skip lessons
Friday, April 23, 2027	Student Noon Dismissal	Afternoon Faculty/Staff Professional Development	Lessons available, but Holton families might skip
Wednesday, May 26, 2027	Holton Commencement	Holton All-Day Event	No Lessons
Friday, May 28, 2027	Student Noon Dismissal for Memorial Day	Campus Closes 2 p.m.	No Lessons
Saturday, May 29, 2027	Memorial Day Weekend	Campus Closed	No Lessons
Sunday, May 30, 2027	Memorial Day Weekend	Campus Closed	No Lessons
Monday, May 31, 2027	Memorial Day, School Holiday	Campus Closed	No Lessons
Monday, June 7, 2027	Holton MS Beach Trip	Holton Event	Lessons available, but Holton MS families might skip
Tuesday, June 8, 2027	Last Day of School/ Student Noon dismissal	Holton Event	No Lessons
Sunday, June 13, 2027	Last Day of Spring Semester		

2027 Summer Session Significant Dates

Date	*Description*	*Condition*	*Restriction*
Monday, June 14, 2027	First Day of Summer Session		
Friday, June 18, 2027	Juneteenth, School Holiday	Campus Closed	No Lessons
Monday, July 5, 2027	Independence Day, School holiday	Campus Closed	No Lessons
Thursday, July 15, 2027	Creative Summer Carnival	Holton On-Campus Event	No In-Person Lessons
Friday, July 16, 2027	Creative Summer Carnival	Holton On-Campus Event	No In-Person Lessons
Thursday, August 5, 2027	Creative Summer Carnival	Holton On-Campus Event	No In-Person Lessons
Friday, August 6, 2027	Creative Summer Carnival	Holton On-Campus Event	No In-Person Lessons
Monday, August 9, 2027	Summer Shutdown begins	Campus Closed	No Lessons
Tuesday, August 10, 2027	Summer Shutdown	Campus Closed	No Lessons
Wednesday, August 11, 2027	Summer Shutdown	Campus Closed	No Lessons
Thursday, August 12, 2027	Summer Shutdown	Campus Closed	No Lessons
Friday, August 13, 2027	Summer Shutdown	Campus Closed	No Lessons
Saturday, August 14, 2027	Summer Shutdown	Campus Closed	No Lessons
Sunday, August 15, 2027	Last day of Summer Shutdown	Campus Closed	No Lessons
Sunday, August 29, 2027	Last day of Summer Session	End of Season	

I have read and agree to the above Arts Adjunct Program Music Lesson Policies and Procedures. I understand that all questions should be directed to artsadjunct@holton-arms.edu.