

# Miami Community Music School

## Miami Community Music School

Welcome to the Miami Community Music School! We are so glad that you have taken an interest to become part of a rich tradition of musicians, youth leaders, and young disciples. Since the school began in 1998, over 100 students from all over the Miami area have experienced quality private music instruction and mentoring from a dedicated band of teachers. Our faculty consists entirely of volunteers, including music professionals from various backgrounds within schools, churches, and our own long-standing students.

We believe that participation in this program helps students grow in their musicianship and their character as well as grows them in their faith and calling. The Miami Community Music School is an innovative approach to the transformation of young lives through private music instruction, high levels of accountability, evaluation, and the development of personal relationships between students and music tutors. Students who have graduated through this program have gone on to become professional musicians, performers, worship leaders and teachers.

The school year is divided into two semesters, each ending in a recital. Student progress reports are given bi-annually, comments and progress is determined by individual teacher evaluation, documented student practice and attendance as well as team faculty comments.

There are many opportunities for dedicated students to deepen their involvement in the school, local churches, and their faith. Opportunities are available for students who excel to audition and join our youth bands. Some of the bands travel to perform for local churches, concerts, and national conferences. Long-standing students also have the opportunity to become teachers to newer students.

In addition to private music instruction and youth bands we will offer master classes once a month on a range of topics from worship leading to rock appreciation. These classes will be taught by members of the community with expertise in the area of interest. We will encourage youth throughout the community to be involved. At the end of each class the Miami Community Music School will grant certificates of participation.

Funding for the school and youth bands is provided by private donations, grants and foundations as well as asking a minimal fee from each student. Fees are based on economic need and participation in foundation of faith groups.

We hope you enjoy your participation in the Miami Community Music School and welcome you. If you have any questions or concerns at any time during the year please feel free to contact us at 305-479-6132 or check our website at [www.miamimusicministries.org](http://www.miamimusicministries.org)

**Miami Community Music School  
536 Coral Way, Coral Gables, FL 33134**

Parental Consent Form

**Student's Name:** \_\_\_\_\_ **DOB:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Parent/Guardian's Name:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_

**Home Phone #:** (\_\_\_\_\_) \_\_\_\_\_ **Other #:** (\_\_\_\_\_) \_\_\_\_\_

**E-mail address:** \_\_\_\_\_

**Important Health Information** (medical conditions, allergies, diet, etc.): \_\_\_\_\_

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**Name of Doctor/Clinic:** \_\_\_\_\_ **Phone #:** (\_\_\_\_\_) \_\_\_\_\_

**Name of insurance & policy #:** \_\_\_\_\_

**Emergency Contact Information:**

**Employer:** \_\_\_\_\_ **Phone #:** (\_\_\_\_\_) \_\_\_\_\_

**Emergency contact if you cannot be reached:**

**Name:** \_\_\_\_\_ **Phone #:** (\_\_\_\_\_) \_\_\_\_\_

**Relationship:** \_\_\_\_\_ **Other #:** (\_\_\_\_\_) \_\_\_\_\_

**Instructions regarding transportation to and from CMS:** \_\_\_\_\_

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**\*Names of persons authorized to pick up your child:** \_\_\_\_\_

**\*Names of persons NOT authorized to pick up your child:** \_\_\_\_\_

**\*Photographs of my/our child can be used for publicity:** \_\_\_\_ Yes \_\_\_\_ No

## MIAMI COMMUNITY SCHOOL WAIVER

I/We hereby give permission for \_\_\_\_\_ to participate in all aspects of the Miami Community Music School. In addition, I/We give permission for any emergency treatment needed for my/our child. I/We hereby release and discharge Miami Community Music School and all associated with this program for all liability, cost, and expense of any kind or nature which might arise due to my/our child's participation. I acknowledge that I understand \_\_\_\_\_ is to reside on the premises of the Miami Community Music School from the time they arrive until the time they leave.

**Parent/Guardian Signature:** \_\_\_\_\_

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

# **The Miami Community Music School**

## **Policies and Standards of Conduct**

The following Policies and Standards of Conduct are set forth by the Miami Community Music School and apply to all staff, volunteer teachers, students and their parents.

### ***I Standards of Conduct***

All staff, teachers, students, and parents are expected to meet acceptable standards and to conduct themselves in an appropriate manner. The rules set forth below are a guide for conduct not allowable at the school. This list is not meant to be all-inclusive, and various other circumstances may arise that require the attention of the School. The rules are not intended to form any contract between the School and its staff, teachers, students, or parents. However, the willful or deliberate violation of these rules can necessitate action towards any individual associated with the Miami Community Music School.

1. Any act that might endanger the safety or lives of others, or the willful, deliberate or repeated violation of any safety rules.
2. Willfully falsifying any School records or documents.
3. Sexual, verbal, physical or visual forms of harassment directed at any person associated with the School or discriminatory conduct toward staff, volunteer teachers, students, or parents for reasons of race, color, religion, national origin, sex, age, handicap or other status.
4. Destroying, damaging, defacing, sabotaging or theft of School records, property or the equipment of others during the conduct of School business.
5. Engaging in acts of violence, fighting or threats of violence toward persons associated with the School.
6. Bringing liquor, narcotics, drugs or any illegal substance on School premises or while in the conduct of School business.
7. Carrying firearms or other dangerous weapons on School premises or while in the conduct of School business.
8. Disclosure of confidential School information to unauthorized persons.
9. Engaging in activity that conflicts or gives the appearance of conflicting with the interest of the School.
10. Engaging in conduct which brings criticism and reproach upon the School or which materially affects or interferes with its operation.

### ***II Policies***

These policies are intended to support the Standards of Conduct for all staff, volunteers, teachers, students and parents at the Miami Community Music School.

#### **A. Payment and Participation Understanding**

No student will be turned away based on economic hardship. We are founded on the principle that everyone has the right to affordable professional musical education. With that understanding our school is free. In return we ask for donations as well as

participation in foundation of faith classes or bible studies within our school. This policy is effective for ALL Miami Community School participants. If a student does not participate in foundation of faith classes or bible studies, we do ask for monetary payment per lesson. Those with financial need pay \$1 a lesson or bring a non-perishable food item for donation per lesson. You are encouraged to pay for the entire semester at the beginning of the term or bring payment to the Music School Director by the end of each school day. Those without financial need are asked to pay \$20 per half hour lesson and \$5 per theory lesson. Other payments for special instruction or classes may be applied.

#### B. Sexual Harassment/Discrimination

Sexual harassment and discrimination includes unwelcome sexual advances or propositions, requests for sexual favors, unwelcome sexual flirtations, unnecessary touching of an individual, graphic or verbal commentary about an individual's body, the use of sexually degrading words, sexually explicit or offensive jokes, or physical assault. Any person who is determined, after an investigation, to have engaged in sexual harassment or discrimination in violation of School policies will be subject to disciplinary action or termination.

#### C. Drugs and Alcohol

The School, as a matter of law, has the right to implement reasonable rules governing conduct while on School property while engaged in School business. Because abuse can lead to serious injury or property damage, clarification of the School's position has been determined to be appropriate.

The following policy guidelines concerning substance abuse are established:

1. The illegal use, sale or possession of narcotics, drugs, alcohol, or controlled substances while on School property is strictly forbidden.
2. Staff, volunteer teachers, students, or parents under the influence of drugs or alcohol have the potential for interfering with their own or another persons safety. Such conditions will be proper cause for action up to and including termination.
3. Off property drug use which could affect or jeopardize the safety of persons attending the school and could materially affect the School or interfere with its operation is proper cause for action up to and including termination.
4. Staff, teachers, students, and parents who are arrested for drug activity while not on the School property are considered to be in violation of this policy. In deciding what action to take, the School will take into consideration the nature of the charges and the persons' record with the School and other relative factors to the impact of the person's arrest upon the School.
5. Person's undergoing prescribed medical treatment with a controlled substance which will be brought on School property or undergoing any medical treatment or taking any medication which could affect the health and safety of those attending the School should report this treatment to the staff. It is important for the School to know when the health and safety of the School may be adversely affected by medical treatment.

### III Reporting violations of Policies or Standards of Conduct

Any suspected violation should be immediately reported, in confidence, to the School Director or staff, so that an immediate investigation may be conducted. Every effort will be made to promptly investigate all allegations in as confidential a manner as possible and take corrective action, if warranted.

I have read, understood and will abide by these policies:

\_\_\_\_\_ student

\_\_\_\_\_ date

\_\_\_\_\_ guardian

\_\_\_\_\_ date

Miami District Community Music School  
Registration Form

**STUDENT NAME:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **CITY:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **DATE OF BIRTH:** \_\_\_\_\_

**SCHOOL:** \_\_\_\_\_ **GRADE:** \_\_\_\_\_

**GUARDIAN NAME:** \_\_\_\_\_

**GUARDIAN DAY PHONE/CELL:** \_\_\_\_\_

**PRIMARY INSTRUMENT:** \_\_\_\_\_ **YEARS PLAYED:** \_\_\_\_\_

**STUDYING NOW?** Yes No **WITH:** \_\_\_\_\_

**OTHER INSTRUMENT(S):** \_\_\_\_\_ **YEARS PLAYED:** \_\_\_\_\_

**WHAT INSTRUMENTS DO YOU OWN?** \_\_\_\_\_

**INTERESTED IN LESSONS FOR:** \_\_\_\_\_

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Do not write below this line

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**PERFORMANCE PIECE:** \_\_\_\_\_

**MUSICALITY:** \_\_\_\_\_ **TONE:** \_\_\_\_\_

**READING:** \_\_\_\_\_ **TIME:** \_\_\_\_\_

**SCALES:** \_\_\_\_\_ **KEY SIGNATURES:** \_\_\_\_\_

**CHORDS:** \_\_\_\_\_ **THEORY:** \_\_\_\_\_

**COMMENTS:** \_\_\_\_\_

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**COMMITMENT:** \_\_\_\_\_ **TRANSPORTATION:** \_\_\_\_\_

**LISTENS TO:** \_\_\_\_\_

**INSTRUMENTS / MATERIALS NEEDED:** \_\_\_\_\_