



Carrendo Studios Policy Doc.

Contact Us

CARRENDO STUDIOS
66 Court Square
HARRISONBURG VA , 22801

✉ Admin@carrendostudios.com



Introduction

Thank you so much for choosing Carrendo Studios for your arts education! It's so meaningful to be involved in learning together as we grow. This document serves as a student handbook and explains Carrendo Studios' logistics, policies, and procedures.

Studio Contact Information

David Swanson (owner)
Carrendo Studios LLC
66 Court Square
Harrisonburg, VA 22801
admin@carrendostudios.com
540-208-1810
carrendostudios.com

Staff bios/contact info

Visit carrendostudios.com/lessons to read up on our instructors and offerings!

Intake Form

We require all students to fill out this intake form.

It's important that we have all the necessary information from you and your student. Please fill out the following intake form before or at your first session.

<https://forms.gle/2nKByK9hsSfJAqq69>

Your instructor may contact you requesting more information to best serve you.

Lessons:

Lessons are available as half or full hour sessions. Students receive an invoice at the end of each month. Invoices are typically due **7 days** from the date they are sent.

30 minutes - \$44/lesson

1-hour - \$60/lesson

Buddy Lesson - \$70/lesson

You can contact billing directly by sending an email to billing@carrendostudios.com. If you are having issues paying your bill, please contact us as soon as possible.

Buddy Lessons

If two students from the same family book the same hour, that family receives the Buddy Lesson rate instead of two 30 minute rates. The lessons need to be the same instrument unless an exception is made by the teacher. Both students must be present during the same 60 minute period which is then divided into two 30 minute sessions.

That saves families up to 21%!

Courses Offered

All courses are offered at the same rate. We offer:

Violin/Viola/Cello/Bass

Piano

Drums

Guitar

Voice

Trumpet/Tuba/Trombone

Clarinet

Saxophone

Theory/Production/Composition

Multiple/Changing Instruments

Students are welcome to explore other instruments. If the instructor offers and allows it, the student can take multiple instruments in an hour session.

Core Values

"Tools, not Rules"

We teach students the techniques they need to make music, but we also recognize that not every technique works in every circumstance. Students are encouraged to experiment and get creative with the tools they learn.

Not one size fits all.

Learning life through music.

In class we relate music to life. For example, students learn how to work in teams, how to deal with anxiety, how to build strong habits, etc.

It's our privilege.

It's a privilege to teach your student. If there's anything we can do to make your experience more comfortable, please let us know!

Waiting Room Policy

We offer a waiting room in the front of the building. **Please always check with the instructor if you'd like to leave the building and come back.** No instructor is required to give permission to a caretaker to leave and come back. **If a caretaker leaves and is later than 15 minutes after a student's lesson end-time for pick up, a \$25 late fee may reflect on their account.**

Communication Policies

Teachers will not reply to messages on federal holidays, days they are out of office, or when the studio is closed.

If the student is under 16 years old, teachers are not permitted to virtually communicate with that student privately outside of lessons.

Teachers may contact the student if he/she is 16 years old or older and obtained written caretaker consent. If teachers are digitally communicating with a student, the parent/guardian should be CC'd if the student is under 18.

Communication with students under 18 years old should take place over email and the instructor should be using their carrendostudios.com email address.

Carrendo Media

We produce a lot of content at Carrendo Studios! Follow us on social media and subscribe to our YouTube Channel!

Instagram: @carrendo_studios

Facebook: [Link](#)

YouTube: [Link](#)

Please indicate on the intake form if we have your consent to use photos of your student in our print or digital marketing.

Projects

Students at Carrendo have the opportunity to participate in projects including recitals, recordings, radio dramas, lectures/guest speakers, and more.

Rescheduling

If you need to reschedule, it's ok! So long as it's communicated 24 hours or more before a scheduled lesson. Within the 24 hour period, there must be a circumstance such as illness, emergency, or alien invasion. If circumstances are not met, a makeup lesson will not be provided. Out of respect for your privacy, we don't require anything other than to tell us it was an unforeseen circumstance.

Refunds are not provided for missed lessons. The teacher is held to the same standard and Carrendo Studios will offer a free lesson to that student if the mistake was made on behalf of Carrendo Studios.

Cancellation

Cancellations are acceptable 24 hours or more before a scheduled lesson. If they are within the 24 hour period, there must be a circumstance such as illness, emergency, or alien invasion. Out of respect for your privacy, we don't require anything other than to tell us it was an unforeseen circumstance.

If circumstances are not met, a makeup lesson will not be provided. Refunds are not provided for missed lessons. The teacher is held to the same standard and Carrendo Studios will offer a free lesson to that student if the mistake was made on behalf of Carrendo Studios.

Tardiness

Lesson start and finish times are predetermined. **If the student is late, then we can't promise that he/she will receive their full amount of time.** Teachers reach out to the guardian at 5 minutes and 10 minutes past the start time. 15 minutes past the start time, the lesson is forfeited and the caretaker will be charged accordingly.

Recurring Lessons

Lessons can be made by appointment using the scheduling links or emailing instructors. Students also have the opportunity to take weekly recurring lessons. Verbal or written requests must be made by the caretaker to set up recurring lessons. Recurring lessons can take place once per week, once every two weeks, or once every month.

Extended Absence

If your student attends recurring lessons and **has been absent for 3 or more lessons without a plan made between the student, caretaker, and instructor,** then Carrendo Studios LLC reserves the right to **remove that recurring lesson and give the spot to another student.**

Online Logistics

If your lesson is online, the link will appear on meet.google.com and also in Google Calendar. It is best to use a computer or tablet because teachers share their screens and demonstrate techniques. The device also needs to be placed in a reasonable location and angle so we can visibly understand how he/she is playing/singing. **Please turn off "studio sound" under audio settings.**

Instrument Rental

Carrendo Studios offers at-cost rentals that consider the cost of acquisition, repair, and maintenance. Because of those considerations, rentals may vary greatly in price. Please consult admin@carrendostudios.com for questions about rentals.

(Last updated Aug. 1, 2026) **We offer the lowest rates in Harrisonburg!**

Compensation

An invoice is sent at the end of the month for the amount of lessons the student has taken. Our preference is to receive check or cash although we can also accept card transactions.

Billing/Late Fees

Your invoice is sent at the end of each month for the lessons that were taken within the month. Invoices are due by way of cash, check, or card 7 days after they are sent. If invoices aren't able to be paid within that time frame, please communicate with the administrator email admin@carrendostudios.com and/or 540-208-1810. If no communication has taken place, a 5% late fee will be applied for every week that passes from the due date.

Google Classroom

Each student for 1:1 sessions has a digital classroom where he/she can read about what has taught in lessons. Instructors "chart" each student after each lesson. This is also a communication medium for instructors.

Explicit Content

Carrendo Studios reserves the right to refuse to instruct a student on certain material if that material is deemed inappropriate by the instructor. David Swanson also has the ability to refuse content he deems to be explicit or inappropriate for the setting from being instructed and/or performed.

Studio Language Use

To maintain an inviting environment for all ages, we ask that parents, students, and staff monitor their language and refrain from using expletives in the studio.

Behavior

Carrendo Studios LLC attends professional development, staff meetings, observed teachings, etc. to help equip teachers for learners of several kinds and behaviors of several types. If a learner's behavior is consistently disruptive, dangerous, or counterproductive, the studio reserves the right to refuse service to students for any reason that is consistent with current legislation for for-profit educational auxiliary service entities.

Google Reviews

If you'd like to share your experience with others and support a small business for \$0, consider leaving us a review on Google!

<https://g.page/r/CVx2LLBo82IBEBM/review>

Parent Volunteers

Your student might be participating in programming with parent volunteers who are under the supervision of Carrendo Studios LLC. If you are interested in volunteering, consider emailing admin@carrendostudios.com!

Tipping

Instructors are able to receive tips through your bill. If you were satisfied with their instruction, consider giving them a tip!

