

7 Chilmark Rd
Franklin, MA 02038

Developing Artists

Drawing & Painting Classes
lisagbailey.com

(508) 553-9119
info@lisagbailey.com

Summer

Workshops

2017 Contract

New students welcome

- **Dates:** June 20, 2017 – Aug. 25, 2017 divided into five two-week Sessions
- Students chose one or more classes offered each session
- **Various Days:** Tuesday – Friday **Various Times:** 10am – 12 noon, Afternoon (any 2 hours) or 6:30 – 8:30pm
- **Classes are posted** on the website under 'Classes' -> 'Availability & Contracts' -> 'Summer Schedule'
- **Class Size:** 4 – 8 students **Age:** 8 yrs. – Adult
- **Price:** \$30 (2 hr. class) with cash or check (no registration fee)
- **Register by Email** – once registered you cannot cancel. (I count on each registered student to determine if the class will run)
- **Create Your Own Class:** available to anyone that can guarantee four students with a date/time that is agreeable to all parties involved. Price per student stays the same and the class will be opened to the public up to the 8 maximum.
- Students pick their own age appropriate subject matter and media: watercolor, acrylic, oil, colored pencil, or pen & ink

Class Policy

- *Please arrive 5 minutes early to class for set-up.* Clean up will begin 5 minutes before the end of class.
- On arrival please remove footwear and place on the plastic mat against the hallway wall.
- All outer garments are to be removed and placed on the staircase and not on the classroom chairs or floor.
- All supplies must be brought to class in a **zippered** backpack/carrier and stored against the classroom wall.
- Students are expected to use their art class supplies only for lessons so nothing gets removed, lost, or used. Students may be charged for the replacement of any missing supplies.
- Music is not allowed during class.
- Talking is allowed only to the teacher and about their artwork. Chatting is a distraction and hinders concentration.
- Charcoal or pastel media may not be used. If using oils they must be water-soluble with water cleanup.
- Students are allowed drinks with lids, however no food or gum is permitted.
- Cell phones are allowed on vibrate, but only emergency communication will be allowed.
- **Restroom is for emergency use only** and must be left clean.

Registration Policies

1. **Register by sending email to info@lisagbailey.com.** Please include student name, class date, day & time. Registration ends on the Sunday before each session begins. Classes with less than 4 students registered will be canceled on the Monday before each session starts. I will keep registered students up-dated on which classes are running and/or full as time passes.
2. **No cancellations or refunds for any reason.** Once registered by email you cannot cancel without owing for the class.
3. **Make-up classes:** If a student is absent they might be able to do a make-up class. Make-up classes are available only during the remaining summer workshops that the student is not registered. The summer workshop class must be running and have less than 8 students. To schedule a make-up you must clearly denote in advance that the class requested is for a make-up.
4. **I reserve the right** to cancel any class at any time and credit will be issued if applicable.
5. **You cannot switch days/times without payment** unless that class was canceled.
6. **Cash or Check** is acceptable. Please make checks payable to Lisa G. Bailey. There will be a \$35 fee for all returned/bounced checks.
7. **Payment** is due upon **arrive** at each student's **first class of the session.**

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Allergies: Please list any known life threatening allergies: _____

MANDATORY Driving Rules: Drop-off/pick-up students on my side of the road so they don't have to cross the street. You **must** use **my driveway** for all parking/sitting & turns; no street parking is permitted. Please be mindful of the 25mph speed limit especially if you use the cul-de-sac. When parking, please go to the bottom of the drive so others may park behind you. If you arrive early for pick-up please wait in the driveway, not the street. Notify all people who will be driving your student of these important rules.

Waiting Room: All adults that drive a student to class may use the living room to listen, observe or quietly wait for students if they choose to stay or arrive early for pick-up. No children under the age of 8 years old are allowed to stay with the adult.

Pick-up Release for Minors: This student has permission by the parent/legal guardian to leave at the completion of a class and find his/her own transportation home.

Late Child Pick-up: The parent/legal guardian will be charged \$5 for every 15-minute block of time after the 5-minute grace period. Payment is due before the student's next art class.

I, the undersigned, have read and understand the **Developing Artists Summer Workshops 2017 Contract** (two pages) and agree to abide by all its policies.

Print Student's Name _____ Medium: _____ Age: _____

PRINT Email Clearly: _____

Street Address: _____ Primary Phone: _____

Town & Zip Code _____ Secondary and/or Work #: _____

Name of emergency contact: _____ Emergency Contact #: _____

Signature of adult or parent/legal guardian of minor responsible for payment _____ Date _____

Print Name Signed above

**Contract must be printed, signed, and turned in prior to students first summer workshop.
Students registered by email are still required to turn in signed contract.
Signed contracts shall be sent to:**

Lisa G. Bailey
7 Chilmark Road
Franklin, MA 02038