Beliefs

The New Era Center for Arts, Culture, and Worldview (hereafter referred to as “New Era Center”, “New Era”, or “We”) seeks to teach the arts from a biblical worldview. Teachers will integrate their Christian beliefs into their teaching. Because we seek to honor the LORD, we will often pray to seek His guidance and help as we practice, before we perform, etc. Teachers will often quote from the Bible when using examples in teaching and when encouraging students. At least some of the music and dramatic works will contain a specifically Christian message. We will use Philippians 4:8 as our guide in choosing all works whether or not they are specifically Christian.

All history, appreciation, and theory classes as well as any special lectures will be presented from a Christian worldview. The involvement of the Christian church is an essential part of the development of the arts and will be discussed. When discussing art from around the world, we will bring into the discussion how the various world religions influence the art in different places, and how that compares to Christian thought. In addition, we will bring into the discussion how Christians determine what is true, beautiful, and good.

In addition, students will be given opportunities to learn how to serve their local churches using their talents.

Although we at New Era teach from a specifically Christian point of view, we accept students from all backgrounds.

Schedule

All classes will be held on Tuesdays at the Beacon Free Will Baptist Church, 100 Exeter Rd, Exeter, RI. Classes will run weekly from September through the end of May, with the exception of Vacations and Assessment Days, which are listed in the School Calendar.

All parents are responsible for knowing the dates and times of all classes and performances listed in the calendar. If the student participates in a performing ensemble(s) and CANNOT perform at the end of year concert, this will jeopardize the student’s ability to participate in that ensemble(s).

Parents are responsible for getting students to classes on time. The teachers are not responsible for students who are on Beacon grounds but who skip their classes. Students who skip classes will be subject to disciplinary action.

Treatment of Others

We seek to provide an encouraging community where students can learn and explore the arts without fear of embarrassment. Here are two specifics:

1. No harsh teasing (including over mistakes)
2. No coarse jokes/language

We will use Ephesians 4:29 as our guide: “Let no corrupting talk come out of your mouths, but only such as is good for building up, as fits the occasion, that it may give grace to those who hear.”

Families and students are expected to respect others’ private property, including school books, instruments, food, etc. These things are not to be touched without permission of the owner. Families and students who behave disrespectfully towards others will be subject to disciplinary action.
Students who are consistently disruptive in classes prevent other students from learning. Students who are disruptive will be subject to disciplinary action. Persistent disruptions will jeopardize the student’s ability to remain in those classes.

**Building Use**

We are very privileged to have the use of the Beacon Free Will Baptist Church. In return for their generosity towards New Era, all students and their families are expected to treat the property with the utmost respect. The following rules for Building Use have been approved by the Beacon Free Will Baptist Church and are to be carefully observed:

1. There is to be NO yelling anywhere on the property, including outdoors. There is NO running INSIDE the building. Running on the property is permitted in designated areas (basketball area, field behind basketball area).
2. No standing or climbing on furniture, or using furniture in any other way than for which it was intended.
3. No food or drink is allowed in any room OTHER THAN the Fellowship Hall. However, adults may please use travel mugs. Spill-proof cups and bottles are allowed in the nursery.
4. Children who are not in class must be in the Fellowship Hall supervised by an adult. If parents are dropping children off, they need to have permission to do so from the teachers and must have another parent who has agreed to act as a contact and supervisor for their children. However, *children 7 years of age and under* are to be supervised by their own parents and may not be left in the care of another parent.
5. The fellowship hall and adjoining kitchen are available for eating, talking, doing schoolwork, playing board games, etc. but noise must be kept to a minimum. Chairs and tables may be rearranged as needed but must be put back at the end of the day. Families are responsible to bring their own utensils, plates, cups, and napkins.
6. A Quiet Study Room will be available for students with online classes or homework. Headphones need to be used, and a parent must monitor the room to be sure there is no talking or playing going on. The Quiet Study Room is NOT a “hang out” room—it is what its name implies. High levels of noise from students using the Quiet Study Room will result in disciplinary actions.
7. A nursery is available. Children may not be in the nursery without adult supervision. The nursery is reserved only for young children—it is not a play area for school aged children.
8. No other rooms are to be used without express permission of the teachers for the particular week that it is being requested.
9. Toys and games may be borrowed from other classrooms as long as they are used properly and returned when finished with them.
10. DUE TO POTENTIAL ALLERGY ISSUES, WE MUST ENFORCE A NO NUT POLICY FOR FOODSTUFFS. Bringing in nut-based foodstuffs can result in potentially life-threatening situations. This policy MUST be followed at all times.
11. Fellowship Hall is open to use WITH THE EXCEPTION OF stoves and ovens. Plenty of outlets are available for crock pots. *All microwave ovens MUST be monitored, because if the Fire Alarm goes off, the building will NEED to be evacuated.*
12. Children eight and older are allowed to play outside within view of fellowship hall windows with permission of in-charge parent. The boundary is edge of fellowship hall building straight out to tree line (or bush line). Children are not allowed to play in the front yard or by the front door of the church. Basically a rectangle from the fellowship hall side of the church building to tree line and back to building is
the allowed outside play area other than the playground. The Playground is available, as well, but climbing the fence is forbidden. The fence will remain closed for the convenience of mothers with small children.

13. School bags, instruments, stands, etc. must be stored out of the way, and walkways and walking areas must be kept clear of debris.

14. All items brought must be taken home, except for trash which should be disposed of in the appropriate trash cans.

15. Please remember to flush the toilets. If a bathroom needs attention in any way, please let one of the teachers know ASAP.

16. The doors in the fellowship hall must be kept shut. This helps with noise control, as well as with heating and cooling.

17. Only teachers and chosen student helpers are allowed to move furniture and equipment.

18. Students are not to touch audio/visual equipment unless specifically instructed by the teacher. This includes the piano, the organ, and any microphones.

19. Beacon has Wireless Internet available. Password will be given out during orientation.

Violations to the “Building Use” Policies will result in disciplinary action.

**Use of School Property/Materials**

In certain classes, students will have school property loaned to them, either for the class period or to take home. Such property includes but is not limited to instruments, sheet music, binders, scripts, or CDs. Students are expected to take proper care of what is loaned to them and return the item(s) in good condition. Binders should not be broken or torn, and the clasps should work properly. CDs should not be scratched beyond usability. Sheet music should only have marks in erasable light pencil and should not be overly crinkled.

Loss or damage to the property of the school will be compensated by the applicable parties involved. Binders, scripts, and CDs have a $10 replacement fee. Each piece of music has a $5 replacement fee. All materials must be returned on the last day of class or at the last performance (for those in an ensemble). The fee for returning materials in late is $20. Damage to instruments will be dealt with on a case-by-case basis.

Sheet music and scripts may not be copied or scanned into a computer. CDs may not be reproduced or uploaded into a computer, MP3 player, or any other device. The reproduction of these materials is against copyright laws. New Era Center is the owner/renter of the materials lent to students and has paid the rightful amount to the publisher for the use of the materials. New Era Center is not responsible if a student/family is found to be breaking copyright law. If you wish to have your own personal copy of a material to own, please let us know and we can help you get a copy.

**Placement Auditions**

Students who are new to the New Era Center, AND who have previous experience on their instrument must have a placement audition so we can put them in the appropriate classes and/or ensembles.

Students who have not taken a music theory class with New Era who wish to take Music Theory II or higher must take a placement music theory/ear training test.

Students who are not new to New Era will be advised by their teachers as to appropriate classes and/or ensembles.

Students who desire only to take private lessons do not need a placement audition.
**Attendance Policy and Class Participation Policy**

Students are expected to be at every class/rehearsal, except for illnesses or other unavoidable situations. Students will miss important information if they miss class.

If a student is to miss class, it is the responsibility of the student/parent to notify the teacher, either by email, text, or phone call. Please include in your notification the reason why the student(s) will be absent.

It is also the responsibility of the student/parent to contact the teacher for information about what was covered in class. The teacher will not be responsible for contacting absent families with assignment information.

If a student has 3 or more unexcused absences in a semester, he or she will be at risk of being prohibited from performing and/or asked to leave the school. Due to the nature of the material taught and of the way that the groups rehearse, we must strictly enforce this policy.

*Family vacations and field trips do not qualify as excused absences.*

Parents must inform the teacher(s) if a long-term absence is imminent so that parents and teacher(s) may discuss the appropriate steps to take with the student’s involvement in the class/classes.

**Practicing**

All students participating in performing ensembles are expected to practice regularly and systematically. Specific instructions regarding how much to practice, what to practice, and how to practice will be given by the individual instructors. Practice is essential to the development of students’ abilities. Also, practice demonstrates a commitment to excellence that stems from our desire to do all things to the glory of Christ. Practicing also encourages and builds up the other members of the classes and ensembles as students (and teachers) work together to produce work of a high quality. A lack of practicing brings down everyone. Students who have a habit of not practicing will be warned and will be at risk of being prohibited from performing. Students may risk being asked to leave the school if their practicing habits do not improve.

**Private Lessons**

All students who are not currently in a beginner group instrumental class will benefit from private instruction. We understand that many families may not be able to afford weekly private lessons, but even one lesson can help a student. The teacher may be able to correct problems with posture, breathing, etc. or help the student understand a rhythm or other difficulty that may get missed during group rehearsals. For this reason, we are providing private lessons on a “pay per lesson” basis. Students who desire lessons must schedule them with the desired instructor. Lessons must be prescheduled and paid for at the time of the lesson.

Private lessons can be ½ hour or 1 full hour. Students are expected to be on time for their lessons. If a student is 10 or more minutes late, it will be assumed that the student is not coming, and the teacher is not obligated to wait. Students who are late may not receive the full lesson time as teachers have a tight schedule to adhere to, and other students or classes cannot be kept waiting due to another’s lateness.

Students who miss a scheduled lesson MAY be able to make up the lesson, depending on the teacher’s ability to reschedule.

Students should discuss their goals for private lessons with the teacher ahead of time so the teacher will know whether or not additional instructional materials are needed.
Disciplinary Policies for Behavior Violations
The Disciplinary Policies for Behavior Violations will be initiated upon violations of the previously-stated policies of the New Era Center.

The teachers at the New Era Center cannot be expected to tolerate consistently disruptive, disrespectful, or distracting students. It is not fair for the children who desire to learn to be subjected to students who act in the aforementioned fashions. Disruptive, disrespectful, or distracting behavior in class is determined by the teacher and will constitute a Behavior Violation.

Neither the New Era Center nor the Beacon Free Will Baptist Church can tolerate disrespect to the building and the property of Beacon Church. Damage to property and violation of the Building Use Policies will constitute a Behavior Violation.

All families are responsible for treating one another with respect and courtesy. Violations of the “Treatment of Others” Policies will constitute a Behavior Violation.

The Disciplinary Policies for Behavior Violations are divided into the following categories:

CLASSROOM/REHEARSAL DISCIPLINARY POLICIES
1. On the FIRST violation, a verbal warning will be given to the student. A “verbal warning” can range from a simple reprimand to a formally-stated warning. How the warning is given will be determined by the teacher.
2. On the SECOND violation, the student will be excused from class until the parent meets with the teacher of that class. This meeting will determine if the student should remain in the class.
3. On the THIRD violation, the student will be asked to leave that class for the remainder of the year.
4. If a student has two violations in more than one class, that student will be asked to leave the school.
5. Students who skip class will automatically be excused from class until the parent meets with the teacher of that class.
6. Students who show up to class 10 minutes late will be counted as having skipped the class, and the policy for skipping class will be applied and enforced.

TREATMENT OF OTHERS
If violations of the guidelines in the “Treatment of Others” section cannot be worked out privately, students and families will be given ONE verbal warning (which will be recorded on the student’s record). On the SECOND violation, the student/family will be asked to leave the school.

BUILDING USE
Violations of the guidelines in the “Building Use” section will be dealt with in the following manner: the student/family will be given ONE verbal warning (which will be recorded on the student’s record), and, on the SECOND violation, will be asked to leave the school. The New Era Center will seek monetary reimbursement from said families for any repairs that need to be done.

DISMISSAL FROM SCHOOL
In the event of a student or family being dismissed from the school due to disciplinary actions, the family will forfeit all tuition that has been paid to the school for that student/family. Absolutely no refunds will be made in the event of a dismissal, nor will the school consider any exceptions to this policy.
Payment
Payments to New Era may be made either by PayPal on the New Era Website, or by Check at the New Era Center.

The New Era Center DOES NOT accept Cash Payments for Tuition.

Refunds are not given for missed classes.

TUITION INSTALLMENTS
The tuition for the Fall Semester will be made in two installments and is due in full on October 1. The tuition for the Spring Semester will be made in two installments and is due in full on February 1. All rate schedules (per student/per family) are given on the New Era Website (neweracenterforarts.org).

PAYMENT BY PAYPAL ON NEW ERA WEBSITE
Our website is neweracenterforarts.org. The link to PayPal is found on our website. Please make sure to add a note to your PayPal payment designating your family name and the month that the payment is being made for.

PAYMENT BY CHECK
Payment Check must be placed in a sealed envelope with the student or family name and the month payment is for written on the outside of the envelope. The envelope must be placed in the designated collection envelope. Make checks payable to New Era Center.

POLICY FOR LATE PAYMENTS
Payments received after the due date will incur a $10 late fee. Families must inform the New Era Center if payments are going to be late. If there is a financial concern in the family, the family must inform the New Era Center. Any and all optional payment arrangements will be made at the discretion of the New Era Center. Failure to inform the New Era Center of late payments or of financial concerns will result in late fees being charged. Failure to pay tuition in a timely fashion or failure to make necessary payment arrangements with the New Era Center will result in dismissal from the school. If dismissal results from failure to pay the full tuition, the family will forfeit any partial tuition payments that have already been made.

Referral Discount
If you desire a discount on your monthly rate, you can help yourself and the school by recruiting families to join the New Era Center. If you believe that our services would benefit your friends or family, encourage them to join. For each family that joins through your referral, you will receive $100 off your school year rate ($50 per semester, and as long as the new family remains part of the school for the current school year). Please speak to one of the board members for additional important details.

Financial Aid
If the main breadwinner in your family is out of work and your children have no other musical instruction opportunities, please speak with one of the board members privately regarding your individual situation.

THE NEW ERA CENTER RESERVES THE RIGHT TO CHANGE OR UPDATE THESE POLICIES AS NECESSARY. THE NEW ERA CENTER RESERVES THE RIGHT TO ENFORCE THESE POLICIES. THE NEW ERA CENTER DOES NOT DISTRIBUTE REFUNDS OR ANY MONETARY REIMBURSEMENTS RESULTING FROM ENFORCEMENT OF POLICIES. IN THE UNEXPECTED EVENT OF A CANCELLATION OF ALL CLASSES AND EVENTS FOR THE GIVEN SCHOOL YEAR, THE NEW ERA CENTER IS NOT RESPONSIBLE FOR REFUNDS OR MONETARY REIMBURSEMENTS FOR TUITIONS THAT HAVE ALREADY BEEN RECEIVED.
Agreement with Policies and Procedures

By signing this document, you state that you have read through, understood and agreed with all of the Policies and Procedures of the New Era Center for the 2019-2020 School Year. By signing this document, you state that you are responsible for seeking clarification to any of the stated policies in the event of a misunderstanding.

“I have carefully read and understood the Policies and Procedures and will comply with the above Policies and Procedures as stated for the 2019-2020 school year. I have also read, understood, and signed the ‘Hold Harmless’ form for the New Era Center for the 2019-2020 school year.”

______________________________________________
Parent Signature

______________________________________________
Parent Name

______________________________________________
Date