

Everything You Always Wanted to Know About Illness and Scheduling Make-ups



Please do not bring a child with fever, a rash, a hacking cough, a streaming nose, oozing eyes, or lice or nits to class. If you are in doubt about whether your child is contagious, please consult your child's doctor. If you would not send your child to preschool, please do not send him or her to music class.



You may schedule a make-up for a class you've missed because of illness, vacation, or a conflicting appointment. Each family can schedule two make-ups during the semester using our online scheduler. If you need more than two make-ups, however, I am flexible. More on this below.



Please don't wait to schedule your make-ups! If you wait until the last week or two of the semester to make up classes, you will probably be disappointed, because most of the make-up spots will have been taken by then. Make-ups cannot be rolled over to the next semester, so you have to use them or lose them this semester.



You can schedule make-ups yourself by using our automated make-up scheduler. To schedule your make-up on a laptop or desktop computer, run your mouse over the *Music Together* tab on our home page at www.slsbmusic.com and click on *Make-up Scheduler* in the dropdown menu.



On a tablet, tap *Music Together* in the bar at top, then *Make-up Scheduler*. On a mobile phone, tap the word *Menu* or the menu icon to reveal *Music Together*, then tap the arrow at right and tap *Make-up Scheduler*. On all devices, you will need an access code: it's the word **star**.



Once you enter the word **star** in the box, you'll be able to sort all of the available make-ups by location, teacher, or date and schedule whatever works best for you. You can also cancel a scheduled make-up by clicking on *Cancel Make-up* instead of one of the tabs that sort the make-ups by teacher, location, or date.



If a class that you know is running doesn't show up on the make-up scheduler, it means that someone has already taken the spot or spots. Please don't ask to be squeezed into a class in which the make-ups have been taken. The number of children in each class has to be capped or the class is unteachable.

Other Things to Know About the Make-up Policy



You may take make-ups in any available class in any Starlight Starbright Music location. You do not have to wait to miss your class before scheduling a make-up for it. If you know ahead of time that you are going to miss a class because you have other plans, you can schedule your make-up in advance.



Make-ups must be scheduled by **9:00 pm** the night before the class you want to attend. **Same-day make-ups are not available.** Please don't show up for a class without having scheduled it as a make-up. There may not be enough room in the class, and the teacher may have to turn you away.



If you want to attend the earlier or later class on the same day as your class, you must schedule it as a make-up. So if you're in a 9:30 class, for example, and you want to come to the 10:30 class on a particular day instead, you must schedule it as a make-up by 9:00 pm the night before the class.



If you have more than one child but the make-up scheduler shows that only one spot is available in the class you want to take as a make-up, just go ahead and schedule both children for the same spot. I will not separate your family!



Although you are limited by the online system to schedule no more than two make-ups per semester, if you find you need more than that, please locate the class you want to take on the make-up scheduler and contact me so that I can schedule it for you.



If you can't find make-ups that fit your schedule this semester, register for an upcoming demo class! Demo classes are free, but I do ask you to register in advance. Register by following the instructions for scheduling make-ups above, but select *Demo Classes* instead of *Make-up Scheduler*.

Thank you!