

# Long Reach High School Band Boosters

## Private Instructors

**Purpose:** Provide guidelines for private instructors to post on the LRHS Band web site at: <http://www.LRHSBand.org>

**Scope:** The LRHS Band web site list of private instructors is provided to assist parents of music department students in contacting and choosing the appropriate instructors for their needs. We try to keep the site up to date as much as possible, however, we rely on individual instructors to inform us of any changes when necessary.

**General Guidelines:** In general, we can post any information that you think is important to get your message across and to help you, the parents, and the students find a good fit. We encourage you to look at the information that is posted by other instructors to get an idea of what would be appropriate and informative in your case.

**Cost:** No cost. This is absolutely free to any private instructors.

**Format:** If you have visited the web site already, you can see that we use a standard format for posting the information. However, you don't need to worry about that. Just provide any information that you have and we will get the information into the right format and post it.

**Updates:** We do send an email request for updated information at the beginning of every school year. However, please be courteous to us and the students to provide updated information during the year as the information changes.

### Required Information:

- Name
- Phone Number (s)
- Instrument (s) that you teach
- Level of instruction – for example, beginner, intermediate, advanced - or all levels
- Location - City where lessons are given – or area that you cover if you provide lessons in the students' homes.
- Email address – if you have one.

### Optional Information and Other Suggestions:

- Web site – we will provide a link to connect to your web site if you have one.
- Name of your studio
- Credentials – Background, education, awards, resume, etc.
- Days and hours of operation
- Cost
- Notable students
- Preparing students for ensembles
- Business card - email a scanned image or mail to the address on the next page
- Photo – email or mail to the address given
- For percussion instruction, list of instruments
- Anything else that you think is important



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## Private Instructors (Cont'd)

### Where to Send The Information:

**Email:** You can email the information to:  
[lrhsbandboosters@lrhsband.org](mailto:lrhsbandboosters@lrhsband.org)

**Address:** You can also mail the information to the following address:  
Bill String, Band Director  
Long Reach High School  
6101 Old Dobbin Lane  
Columbia, MD 21045

Please include a note in the envelope to give the information to Bill Snelling for posting on the band web site.

**Fax:** 443-656-0231

**Phone:** 410-292-3212 (Bill Snelling)

**Thanks:** Thanks so much for participating in this endeavor. If you have any questions please don't hesitate to call me at the phone number above or email me at the email address above.

