

**Karl Schab, Music Director**

**Handbook**

**For**

**Musicians and Parents**

**(Fall 2021)**



**ORCHESTRA PROCEDURES**

**POSITIONS WITHIN THE ORCHESTRA**

Orchestra members are selected by the conductor for principal or section positions based on auditions, the conductor's discretion, the quality of the sound to be achieved, and the good of the orchestra.

**THE CONDUCTOR RESERVES THE RIGHT TO ALTER ANY SEATING ARRANGEMENTS OR PROCEDURES AT ANY TIME FOR THE GOOD OF THE ORCHESTRA.**

**INFORMATION FOR PARENTS**

The most valuable contribution that parents can make is to support their musician’s obligation to attend all rehearsals and concerts and to encourage practice and private lessons.

**FEES**

Fees are necessary to finance the overall programs of the Athens Youth Symphony, Inc. The fall 2021 tuition for AYS is $160.00. A family discount is available to families with two or more children in AYS: the first child pays the full fee and the second and subsequent children pay half. Fees are expected at the first rehearsal.

**Scholarships:**

A limited number of scholarships (i.e.: one-quarter to one-half and work scholarships) are available to musicians who demonstrate financial need. Anyone accepting these scholarships MUST maintain an excellent attendance record. These awards are based on the budgetary constraints of the Athens Youth Symphony, Inc. and if he/she is judged by the Conductor to be an asset to a particular section.

Notification of award of scholarships will be given in writing to the parent and student. Personal information given to the committee and the conductor is regarded as strictly confidential.

*For questions regarding tuition fees, scholarships, and/or payment, please call the Athens Youth Symphony, Inc. President (706-546-1439).*

**REHEARSAL SITE**

**Rehearsals this fall will be held at Athens Academy in the Bertelsmann Building Presentation Hall.** Enter through the stage door, sign in, and proceed to the hall. Unpack violins and violas in the audience area. ‘Cello and bass cases/bags may be left at the back of the stage.

**REHEARSAL INFORMATION**

**Schedule:**

AYS rehearsals will usually be from 2:00 to 3:30 on Sundays beginning October 3, 2021. **You will be marked as** **tardy at 1:50 (ten minutes before downbeat time).**

A schedule of the rehearsals will be given to the musicians at the first rehearsal and are included in this handbook. The schedule will also be posted on the website.

**Inclement Weather:**

In case of inclement weather, check the website or call (706) 543-1907 for the message on whether or not rehearsal will be held. We will also post any updates on our Facebook page

[www.facebook.com/athensyouthsymphony](http://www.facebook.com/athensyouthsymphony)

**OTHER INFORMATION**

**Mask Requirement**

COVID SAFETY PRECAUTIONS: Following the current protocol set by Athens Academy for all their facilities, we will be requiring **ALL participants/guardians to wear a mask inside, regardless of vaccination status.** We will also be following the CDC recommendation of practicing social distancing as much as possible while in rehearsal, which means that all students will have their own stand/chair provided, and will need to bring their own music folders (provided at our first rehearsal) and pencils every week. If you would like any further information on any of our procedures, please feel free to email me with your questions/concerns.

**Announcements and Handouts:**

Announcements about schedule changes and written notices will disseminate other orchestra business. Musicians are expected to take this information home to their parents/guardians. Occasionally verbal announcements will be necessary during rehearsal. Each week, musicians and parents should share information that has been announced or distributed at rehearsal. Information will also be available on the AYS website and on the Facebook page as shown below:

[www.athensyouthsymphony.org](http://www.athensyouthsymphony.org)

[www.facebook.com/athensyouthsymphony](http://www.facebook.com/athensyouthsymphony)

**ORCHESTRA RULES AND REGULATIONS**

***I. ATTENDANCE***

**Musicians are expected to be present at, on time to, and remain for the entire duration of all rehearsals, dress rehearsals and concerts**. Leaving the rehearsal early is disturbing to the conductor and other musicians. It is vital that every musician is seated, tuned, and ready to begin rehearsal on time. 100 percent attendance is important for the orchestra as a whole in order to have complete and worthwhile rehearsals. In order to meet the demands of the music and achieve the artistic level that we all want for AYS, we need to enforce these procedures:

 ***Absences***

* Musicians will be allowed **one absence in the fall semester**. This may be for any reason whatsoever (ski trips, family wedding, AP review sessions, etc.). However, only the above absence is allowed so use it wisely. **A** **musician with excessive absences will be subject to re-audition, reassignment, or dismissal without refund of fees at the Conductor's discretion.** A calendar of rehearsals and performances will be distributed at the first rehearsal of each semester. Consult this and plan your absences accordingly. **Attendance at dress rehearsals and concerts is mandatory.**
* **The musician or a parent *must inform* the Conductor at least 1 WEEK in advance when a rehearsal will be missed** (sudden illness or death in the family excepted). If the Conductor is not available to take your message personally, a message may be left at (706) 543-1907. Please leave a message stating the reason for any absences and a number where you can be reached. When a musician is expected but is not present at rehearsal, the assistant will telephone his/her home from the rehearsal. The musician is responsible for material covered during rehearsal, including announcements, and should contact the stand partner or section principal prior to the next rehearsal to prepare.
1. **Attendance at final regular rehearsals, dress rehearsals and concerts is mandatory.** Any unavoidable conflicts with dress rehearsal or concert dates must be submitted to the Conductor.

 ***Tardiness***

1. It is vital that every musician is seated, tuned, and **ready to begin 10 minutes before rehearsal**. Arriving late is disruptive to the orchestra. Chronic tardiness is cause for seat reassignment and/or dismissal. **Tuition will not be refunded if a musician is dismissed due to tardiness.** Musicians will be expected to sign in upon arrival and at ten minutes before rehearsal the tardy sheet will replace the sign-in sheet. **Two tardies constitute an absence.**

**2. BEHAVIOR**

Good attendance and behavior are necessary from each musician for the success of the orchestra. The reward of participating in an orchestra comes from the pride and satisfaction of working together and achieving musical excellence. Talking or engaging in other activities (i.e.homework) while participating in rehearsal is inappropriate. You are expected to listen quietly if you are not playing and try to be considerate of others who are rehearsing.

**3. MUSIC**

 Music is entrusted to each orchestra member and must be handled with great care. The librarian distributes a folder of music to each musician at the first rehearsal of a concert program. ***Do not write on the folders - - - they will be re-used next season.***

1. Folders must be signed out within the first two rehearsals of a concert program and returned at the concert, or as instructed. A musician not performing in the concert must return the folder of music prior to the concert. Copies must be turned in as well as the original music. NOTE: The Orchestra will not assume responsibility for personal items left in music folders.
2. Musical markings or notations should be made in light to medium pencil ONLY.
3. **NEVER USE INK TO MARK MUSIC!**
4. Non-musical marking of the music is unacceptable.
5. Music is to be put in the folder and left on the stand after a performance. If a musician forgets to leave his/her music, he/she must immediately call the Music Director or leave a message on the answering machine.

## PENCILS

***Alway*s** bring a pencil with you for marking parts.

**Cell Phones**

**Cell phones must be turned off (not on vibrate) during rehearsals** and must be left in instrument cases. **NOT ON STAGE!** Cell phone use during rehearsal will result in **confiscation for the duration of the rehearsal! Parent monitors will be watching for violations.** Do not bring cell phones into the concert hall during performances. Watch alarms must be turned off during rehearsals and concerts.

**REHEARSAL SCHEDULE FALL 2021**

**All rehearsals at Athens Academy** unless otherwise noted.

October 3 2:00-3:30

October 10 2:00-3:30

October 17 2:00-3:30

October 24 2:00-3:30

October 31 2:00-3:30

November 7 2:00-3:30

November 14 2:00-3:30

November 21 **NO REHEARSAL! Thanksgiving Break**

November 28 2:00-3:30 **MANDATORY REHEARSAL**

**December 5 Dress Rehearsal TBA**

 **Concert - 4:00**

 **CONCERT INFORMATION**

**DRESS REHEARSALS**

Attendance at the dress rehearsal is required to perform the concert.

The “Dress Rehearsal” is defined as the final rehearsal before a concert. This rehearsal is held, whenever possible, on the stage where the concert is to be held. Music is generally run straight through, and any guest soloists on the program rehearse with the orchestra. **(Please note that if the “Dress Rehearsal” ends within two hours of the concert time then concert dress is REQUIRED.)**

### CONCERT DRESS FOR AYS

**Ladies**

* Long black dress or pantsuit with sleeves
* **NO BARE MIDRIFFS!**
* Black hose, tights OR Leggings and dark dress shoes. (**No Flip Flops**, **no athletic shoes**)

**Gentlemen**

* **Dark suit** (black, navy, or very dark gray)
* **White**, long-sleeved dress shirt
* **Dark**, long necktie **NO BOW TIES!**
* **Long dark socks** and **dark dress shoes** (**No Flip Flops, no athletic shoes**)

**Concert Flyers:**

Each musician will receive several flyers for their orchestra concerts approximately two weeks prior to that concert. Musicians should help get the word out about their exciting performances by distributing these flyers to neighbors and friends, and posting them wherever possible at school and parents’ workplaces.

**CONCERT PROCEDURES**

**CONCERT PROCEDURES FOR MUSICIANS**

1. As you arrive, report to the designated area for your orchestra to unpack your instrument, leave your case and/or warm-up.
2. Performers in concert dress should remain backstage or on stage during intermission. Musicians can meet their families and friends in the lobby at the conclusion of the concert.
3. DO NOT GO ON STAGE WITH CHEWING GUM IN YOUR MOUTH.
4. Musicians should never enter or leave the stage from the front of the stage, or talk to audience members from the edge of the stage. All entrances and exits should be from backstage.
5. Once on stage, musicians should warm-up in a professional manner, and continue to play their instruments to warm up and to get comfortable on stage until the concertmaster begins the tuning process.
6. When the concertmaster steps onto the stage, the audience will applaud. The concertmaster will bow, and turn to the orchestra for tuning. At the concertmaster’s signal, musicians will tune to his “A”. Musicians should be silent during and after tuning.
7. When the conductor steps onto the stage, the principal ‘cellist stands. The rest of the orchestra should stand when the principal ‘cellist does. Again, the audience will applaud. The orchestra should watch the concertmaster, and sit when he/she does.
8. There should be NO TALKING during the performance.
9. If you feel ill or have a coughing fit during the performance, you may discreetly leave the stage.
10. If you or someone else makes a mistake, do not draw attention to it by making faces or laughing.
11. At the end of each piece, the conductor may acknowledge soloists from that piece. Soloists should stand at the conductor’s request. When the conductor shakes the hand of a principal player at the end of a concert, he/she is congratulating the entire section. Musicians should respond to this by taking the conductor’s hand if offered.
12. When the audience is applauding, SMILE! The audience is congratulating you, and you should feel proud of your performance.

Please, no photography DURING the concert. Unauthorized videography is prohibited. **IMPORTANT: IF YOU HAVE A CELL PHONE OR ALARM WATCH, PLEASE TURN IT OFF!** It is very disruptive to the conductor, musicians and fellow audience members and can interfere with recording equipment.