

# MACLAY CONCERT ORCHESTRA CLUB

## 2017-2018 Policies and Procedures

Mrs. Kristen Hughes

[khughes@maclay.org](mailto:khughes@maclay.org)

**ELIGIBILITY:** Open to any intermediate or advanced student with competency in at least the following skills:

- Pizzicato (plucking the strings)
- Arco (playing with the bow)
- Tone (consistently producing a steady, clear sound)
- Playing Notes (All 4 Open String Notes & All 8 Notes of the D Scale)
- Reading Music (containing Notes of the D Scale)
- Reading Music (containing Rhythms with Quarter Notes, Quarter Rests, and Paired Eighth Notes)

**INSTRUMENTS:** VIOLIN, VIOLA, CELLO, and STRING BASS

**PIANO:** There is one position available for an advanced piano student who would like to accompany the Orchestra. Please note, this is an auditioned position. Please see Mrs. Hughes for audition information.

**LIMITED SPACE:** Please note, we only have room to accept 20 students. Registration is on a first come, first serve basis.

**SCHEDULE:** Concert Orchestra Club will have two separate sessions this year: one during Fall Semester, one during Spring Semester. Students can register for the Fall Session, Spring Session, or Both. (If you are unsure whether or not you will be available for the Spring Session, it is alright to wait and register later when you know your schedule.)

- Fall Session
  - o Practices 3:00 – 4:00 every Monday from September 11<sup>th</sup> – December 4<sup>th</sup>
  - o Dress Rehearsal 3:00 – 4:00 on Monday, December 4<sup>th</sup>
  - o Winter Concert 6:30 pm on Friday, December 8<sup>th</sup> in Cartee Gym
  - o LS Holiday / MS Talent Show during school on Friday, December 15<sup>th</sup>
- Spring Session
  - o Practices 3:00 – 4:00 every Monday from January 8<sup>th</sup> – April 23<sup>rd</sup>
  - o Dress Rehearsal 3:00 – 4:00 on Monday, April 2<sup>nd</sup>
  - o Celebration of the Arts during school on Friday, April 6<sup>th</sup>
  - o Dress Rehearsal 3:00 – 4:00 on Monday, April 23<sup>rd</sup>
  - o Spring Concert 6:30 pm on Wednesday, April 25<sup>th</sup> in Cartee Gym

**PAY-TO-PLAY:** There is a \$75 fee for each session of the club. This fee covers: sheet music, supplies, purchase and maintenance of school instruments, and instruction.

**COMMUNICATION:** Most Orchestra Club communication is through email. Parents need to provide Mrs. Hughes with a current, valid email address that is checked regularly.

**ATTENDANCE POLICY:** We understand that students may need to miss Orchestra on occasion. Absence from Orchestra Club will be excused for the following reasons:

- Student illness/Doctor's Appointment/Family Emergency.....requires note/email from parent
- Religious Holiday.....requires note/email from parent
- Sports Games.....requires note/email from parent
- Other Dress Rehearsals/Performances.....requires note/email from parent

Other absences/tardiness will be unexcused. Excessive absence/tardiness could affect a student's eligibility to participate in performances, awards, or the club itself. If you have scheduling conflicts or concerns, please contact Mrs. Hughes. We will be happy to try to work something out.

Forgetting to bring your music / instrument to school is not an excuse for missing orchestra practice. Mrs. Hughes has school instruments available to borrow for the day if you forget yours.

**PERFORMANCES:** Performances and Dress Rehearsals are mandatory. Any conflicts should be brought to Mrs. Hughes as soon as you are made aware of them.

**RENTING AN INSTRUMENT:** Parents are responsible for providing an instrument for their student. I highly recommend that you rent your instrument rather than purchasing one, as child instruments come in various smaller sizes. This allows you to trade-in smaller instruments for larger ones as your child grows, rather than buying a new instrument every year!

String instruments can be rented from several locations around town. I recommend Music Masters (850-224-6158), Beethoven & Company (850-894-8700), and Stringfest (850-222-7467). The cost is usually about \$20 - \$50 per month. The actual cost will depend on which store you choose, which instrument you choose, and what size instrument you need. I recommend that you call ahead for pricing and availability. When you are ready for a trip to the music store, be sure to take your student with you, and the store will assist you in finding the correct size for your child.

**SCHOOL INSTRUMENTS FOR AT-SCHOOL USE:** While violins and violas are fairly easy to carry to and from school, cellos and string basses can be hard to transport. The Maclay Orchestra Program now owns four cellos and two string basses! Cello and string bass students will be assigned a school instrument for the year. Parents are responsible for the cost to repair any damage that might occur. While parents will still need to provide an instrument for at-home practice, these school instruments will be available for use at school. Cello and string bass students no longer need to carry their instruments to school on orchestra days!

**MRS. HUGHES' EMAIL:** [khughes@maclay.org](mailto:khughes@maclay.org)

**TO REGISTER FOR ORCHESTRA CLUB:**

1. Contact Mrs. Hughes to determine which Orchestra Club is right for you.
2. Complete the attached Registration Form and return, with payment, to Mrs. Hughes.

# MACLAY CONCERT ORCHESTRA CLUB

## 2017 – 2018 Registration Form

### Student's Information:

Name: \_\_\_\_\_

Grade: \_\_\_\_\_ Home Room Teacher: \_\_\_\_\_ Instrument: \_\_\_\_\_

Please list prior experience:

\_\_\_\_\_  
\_\_\_\_\_

**Session:** Please check one.

☐ Spring Session of Concert Orchestra Club = \$75 fee

☐ Fall Session of Concert Orchestra Club = \$75 fee

☐ Both Sessions of Concert Orchestra Club = \$150 fee

### Parent/Guardian Emergency Contact information:

#### Parent/Guardian #1

Home Phone: \_\_\_\_\_

Name: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

#### Parent/Guardian #2 (optional)

Home Phone: \_\_\_\_\_

Name: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

There is **limited space available** in each ensemble, and for each instrument. Mrs. Hughes will have to confirm that there is a space available for your student on their chosen instrument. Provided there is an opening, registration will be completed upon submission of this form and the fee. Checks can be made payable to "Maclay School". If you have any questions, feel free to email Kristen Hughes at [khughes@maclay.org](mailto:khughes@maclay.org)

**I have read, and agree to, the 2017-2018 Orchestra Policies and Procedures.**

Parent Signature: \_\_\_\_\_