

Hamilton Philharmonic Youth Orchestra Registration Package 2017-2018

Musician Name: _____

Checklist

- Registration form completed
- Parent/Guardian information form completed
- Medical Consent and Emergency Contact form completed
- Tuition Fees and Payment Information form completed
- Photography Release form completed
- Consent to Contact form completed
- HPYO Music Policy form completed
- Musician's Commitment and Code of Conduct form completed

Included:

Welcome from Music Director and Principal Conductor Colin Clarke
Rehearsal and Concert Schedule
Map of Parking Lots in vicinity of rehearsal venue

October 7, 2017

Dear Musicians and Parents/Guardians,

Welcome to the 2017-18 Season of the Hamilton Philharmonic Youth Orchestra!

We are delighted you are joining our orchestra family this season.

For more than 50 years, the Hamilton Philharmonic Youth Orchestra (HPYO) has been dedicated to providing a high-level orchestral experience for talented young musicians aged 24 and younger.

This season, we'll present three concerts, each full-length concert featuring different orchestral repertoire. HPYO musicians may also perform in selected outreach performances as opportunities arise.

We're pleased to share that we have a close affiliation with the Hamilton Philharmonic Orchestra (HPO): HPO musicians serve as coaches through the season and this year, the HPYO Philharmonic orchestra will perform with the HPO in a side-by-side concert at First Ontario Concert Hall in December 2017.

The benefits of belonging to an orchestra are many. Over the season, you'll learn how to effectively work with others towards a common goal and enhance your organizational skills when you juggle orchestra practice with school work. This experience will help you learn how to cope under pressure while building discipline and general music appreciation. Making music will also keep you sane. It's tremendously rewarding and very therapeutic. But most of all, we'll have fun as we learn.

Wishing you a great musical season.

Colin Clarke
Music Director and Principal Conductor

Hamilton Philharmonic Youth Orchestra Registration Form

MUSICIAN INFORMATION (Please print clearly)					
Last Name:	First Name:			Birth date: (DD/MM/YYYY) / /	
Instrument:	Age:	New to HPYO	<input type="checkbox"/>	Philharmonic	<input type="checkbox"/>
		Returning	<input type="checkbox"/>	Concert	<input type="checkbox"/>
MUSICIAN CONTACT INFORMATION (Parent/guardian information next page) (Please print clearly)					
Address:					
City:	Province:		Postal Code:		
Musician Home Phone (if available): () -	Musician Cell (if available): () -		Musician Work (if available): () -		
Musician Email (frequently checked): Please print clearly					
EDUCATION INFORMATION (Please print clearly)					
School:		Grade/Year in 17-18:		School Music Teacher:	
Private Music Teacher:	Phone: () -		Email:		Years of Study:
Other Instruments (Years of Study):			()		
()			()		
()			()		
()			()		

Parent/Guardian Information Form

PARENT/GUARDIAN (Please print clearly)			
Last Name:		First Name:	
Address:		City:	Postal Code:
		Province:	
Email (frequently checked): Please print clearly		Occupation:	
Home Phone (if available): () -	Cell Number (if available): () -	Work Number (if available): () -	
ADDITIONAL PARENT/GUARDIAN (Please print clearly)			
Last Name:		First Name:	
Address:		City:	Postal Code:
		Province:	
Email (frequently checked): Please print clearly		Occupation:	
Home Phone (if available): () -	Cell Number (if available): () -	Work Number (if available): () -	
VOLUNTEERING			
	Help out at weekly rehearsals as instructed		Help with administrative tasks as instructed.
	Volunteer at concerts and performances (sell, hand out programs, etc.) as instructed and agreed upon.		Participate in a Parent Committee and/or Become a Director of the Board
	Transport percussion instruments to concert venues in my van or SUV		Act as the Orchestra Librarian or assistant to the librarian as instructed.
Other, please specify:			

Medical Consent and Emergency Contact Form

EMERGENCY INFORMATION (Please print clearly)	
Musician Health Card Number: please include version code (2 letters at end of #)	Expiry Date: /
Emergency Contact Name:	Phone Number: () -
Allergies, Medical Conditions or Special Dietary Requirements:	

In the case of medical or surgical emergency, I understand every effort will be made to contact parent(s) or guardian(s). In the event I cannot be reached, I hereby authorize and consent to the Hamilton Philharmonic Youth Orchestra staff and board members to obtain medical assistance including first aid, proper treatments, transport, hospitalization, and/or anesthesia or surgery if required.

I agree to release the Hamilton Philharmonic Youth Orchestra staff and board members for any cost or liability arising out of the performance of any medical procedure in relation to such medical assistance.

Musicians older than the age of 18 may sign for themselves; musicians younger than 18 must have this release signed by their parent or guardian.

AGREED TO AND ACCEPTED BY:

Musician Name	Musician Signature	Date
---------------	--------------------	------

Parent/Guardian Name	Parent/Guardian Signature	Date
----------------------	---------------------------	------

Tuition Fees and Payment Information

Musician tuition fees cover full orchestra rehearsals with Music Director and Principal Conductor Colin Clarke, instrument coaching sessions with faculty from the Hamilton Philharmonic Orchestra, music, and multiple concerts and performances throughout the city.

Please submit the following payments:

Non-refundable Audition Fee:	waived
Tuition Fee: Philharmonic Orchestra	\$750
Concert Orchestra	\$450
Total payment \$	

There is a reduction of \$50 for each additional musician in the family

INDICATE CHOICE OF PAYMENT

<p>One Cheque: covering the full payment and included with this application</p> <p>Dated October 14, 2017</p> <p>\$ _____</p>	<p>Two Cheques: one cheque dated October 14, 2017 and one dated December 15, 2017 each cheque worth 50% of the full payment, both included with this application</p> <p>Dated October 14, 2017 \$ _____</p> <p>Dated December 15, 2017 \$ _____</p>
---	---

Number and description of musician(s) covered in this payment (one philharmonic orchestra musician; one concert orchestra musician; two philharmonic orchestra musicians and one concert orchestra musician, etc.)

- I require **financial assistance** to be a musician of the orchestra
- Please speak to the Music Director
 - All requests for financial assistance are kept confidential
 - HPYO will strive to give every child access to the full orchestral program regardless of their financial situation

Photography Release Form

I hereby give permission for the Hamilton Philharmonic Youth Orchestra to use photographs and/or video footage taken by the Hamilton Philharmonic Youth Orchestra, at HPYO's events, concerts and rehearsals.

I hereby consent to the use of these photographs and/or videos of my child/dependent/self, and/or any copies of this photograph in any editorial and/or promotional material produced and/or published by the Hamilton Philharmonic Youth Orchestra.

I agree that these photographs and/or videos will be the exclusive property of the Hamilton Philharmonic Youth Orchestra and that all reproduction rights are handed over to the Hamilton Philharmonic Youth Orchestra to use the photos in any medium in perpetuity.

I understand that signing this release does not guarantee publication of any photo. I understand that there will be no compensation or remuneration for the use of the photo.

The photographs and/or videos will be included in the Hamilton Philharmonic Youth Orchestra photography archives, website and promotional materials.

I understand the Hamilton Philharmonic Youth Orchestra will not identify students in photographs and/or videos by name.

Musicians older than the age of 18 may sign for themselves; musicians younger than 18 must have this release signed by their parent or guardian.

AGREED TO AND ACCEPTED BY:

Musician Name

Musician Signature

Date

Parent/Guardian Name

Parent/Guardian Signature

Date

HPYO Music Policy

HPYO musicians are expected to respect the music they use and borrow for HPYO learning.

- The music belongs to the HPYO. Much like borrowing a book from the library, you are responsible for it. Unlike a library book, your music can be neatly marked with a PENCIL, with bowings, dynamics, forgotten #s, tempo changes.... Remember that in a few years another HPYO musician will get to use this part. So PLEASE no markers, crayons, pens, phone numbers, silly messages, drawings, coffee cup stains, emojis.....
- Bring ALL your music to ALL REHEARSALS and CONCERTS. Don't count on your stand partner, or a parent, or Music Director to magically find you an extra part.
- All music must be returned at the end of the concert, and you will receive parts for the next concert at that time. All music and folders are numbered and assigned to only one person, so it will be easy to track who is playing which part and if anything is missing when they are returned.
- Many of your parts are "originals" meaning that they are the *only* one. If you lose it, you will have to pay for a whole new set of parts, as the parts are not sold separately. That can often cost way over \$100! There will not be a \$50 deposit for music this year, but you will be asked to sign an agreement that you understand this policy.
- STRING PLAYERS ONLY! Your parts are bowed by HPO coaches. Please use these bowings, unless the Music Director asks for a change. Then, neatly mark the change in your part. ODD numbered folders will be considered the "stand" parts and should be used at every rehearsal. EVEN numbered folders will be the extra parts. If there are changes to the "stand" parts, please be sure to take the time to put the changes in the extra parts as well.

Musicians older than age 18 may sign for themselves; musicians younger than 18 must have this release signed by their parent or guardian.

AGREED TO AND ACCEPTED BY:

Musician Name

Musician Signature

Date

Parent/Guardian Name

Parent/Guardian Signature

Date

Consent to Contact Form

Canada's anti-spam legislation ("CASL") came into effect July 2014 and regulates the distribution of commercial electronic messages ("CEM").

The legislation requires that we obtain your express consent to enable us to send you CEM relating to Hamilton Philharmonic Youth Orchestra's (HPYO) news, programs and events via e-mail and text messaging as well as by mail and phone.

The HPYO currently sends out communication pieces to our database of students, parents, suppliers, sponsors and partners. The pieces can include, but are not limited to, the following: e-newsletter; invitations to events and opportunities; meetings; thank you emails; information emails; sponsorship requests.

I agree to allow the HPYO to send me CEM relating to HPYO news, programs and events via e-mail and text messaging as well as by mail and phone.

Musicians older than the age of 18 may sign for themselves; musicians younger than 18 must have this release signed by their parent or guardian.

AGREED TO AND ACCEPTED BY:

Musician Name	Musician Signature	Date
---------------	--------------------	------

Parent/Guardian Name	Parent/Guardian Signature	Date
----------------------	---------------------------	------

Musician's Commitment & Code of Conduct

Acceptance into the HPYO requires a significant commitment of time and energy on the part of each musician.

Attendance

It is understood that all musicians take note of the published calendar of activities (events, rehearsals, concerts, etc.) and remain attentive to commitments. Regular attendance is necessary to achieve excellence during performances. If you are unable to attend a rehearsal for academic reasons, illness or family emergency, please contact the music director. Missing rehearsals during a season may result in your being replaced for the concert and may jeopardize your continuing participation in the orchestra.

The HPYO understands that there will be times students cannot attend or may be late because of unplanned events. Students are encouraged to be on time for all rehearsals and concerts to avoid jeopardizing the quality of the learning experience for the students and his/her colleagues.

Communication

Notices and calendar updates will be sent to musicians and parents or guardians as often as necessary in a timely fashion. If you have not received an email within two weeks of joining, please check your spam or junk email and add our address to your contact list. Let us know of any change in your address, email addresses, phone numbers immediately.

Cancellations due to weather notices: to ease quick notification of changes in rehearsals or concerts due to weather or other unforeseen circumstances please provide cell phone numbers for TEXT message notifications from both musicians and parents or guardians on your registration form.

Rehearsals

HPYO rehearsals take place weekly. The Concert Orchestra will rehearse Saturday mornings from 8:30 am to 9:45 am. The Philharmonic Orchestra will rehearse Saturday mornings from 10:00 am to 12:30 pm. Both orchestras rehearse at New Vision United Church in downtown Hamilton (24 Main St. W. at McNab)

- HPYO musicians must bring their own music stand to every rehearsal.
- Arrive at least 15 minutes before the beginning of the rehearsal to set up and warm up.
- Assist in the set up and clean up of the rehearsal space.
- A pencil (with eraser) should always be on everybody's music stand, and inside string players must mark their own parts as well.
- The concertmaster will start tuning five minutes before the beginning of the rehearsal. Tuning should be fast and professional—no “warming up” here.
- The rehearsal starts as soon as the conductor enters.
- When the conductor stops the music, please stop immediately and do not finish the phrase.

- When the conductor rehearses with other players, do not chat. This is a good time to listen and try to learn something useful for your own part. The same applies to players who are tacit.
- When counting rests, do not rely on other players. Always count for yourself (or know your cue well).
- Woodwind players should always bring playable spare reeds and mouthpieces. “Scraping” and “testing” can cause unwanted delays.
- At the end of the rehearsal, make sure you remember or write down any important information you need for the next rehearsal.
- Respect the property and rules of the rehearsal venue at all times. All musicians must remain in rooms scheduled for rehearsal, use of other areas are by permission only.
- Please avoid known allergens in all snacks brought to rehearsals.
- Cell phones must be turned off and put away (not on stands) during rehearsals.

Concert Dress

Musicians are encouraged to maintain a professional appearance for all concerts and performances.

Male – Black long sleeve dress shirts, black buttons, black dress pants, black socks and black dress shoes.

Female – Black long sleeve blouse or button-down shirt, black dress pants or long black skirt, black stockings or socks and black dress shoes.

All – Jeans, running shoes, sandals or bare feet are not allowed

General Code of Conduct

Principles

All participants in all activities of the HPYO including musicians, parents, guardians, coaches, guest conductors, volunteers, and staff are included in this Code of Conduct

- All stakeholders of the HPYO community are to be treated with respect, inclusion and dignity regardless of race, faith, gender identification, sexual orientation, social or economic background or any other circumstance recognized under the Ontario Human Rights Code
- Respect the needs of others to work in an environment of learning and teaching
- Show proper care and regard for property of the orchestra and the property of others
- All stakeholders of the HPYO community must abide by federal, provincial and municipal laws
- For all participants involved in activities of the HPYO, there will be zero tolerance for: possession of weapons; possession or being under the influence of alcohol or illegal drugs; involvement in illegal activities; threatening to inflict, inflicting or encouraging others to inflict bodily harm.
- All stakeholders are encouraged to seek assistance, if and when necessary, to resolve conflict peacefully.

Roles and Responsibilities

The HPYO Staff and Board of Directors provide direction to the organization to ensure that opportunities for excellence and accountability are in place by:

- Demonstrating care and commitment to excellence and a safe learning environment
- Communicating regularly and meaningfully with all stakeholders of the organization
- Establishing a process that clearly communicates the Code of Conduct to all musicians, guardians, coaches, guest conductors, and volunteers in a manner that ensures their commitment and support
- Ensuring an effective intervention strategy and response to all infractions
- Maintaining the Code of Conduct

Parents and students who are 18 years or older and/or their parents, play an important role in the orchestral experience. In addition to helping fulfill their family obligation, they have a responsibility to support the efforts of the Board of Directors and persons in authority in maintaining a safe and respectful learning environment for all musicians.

I agree to abide by the above guidelines and will conduct myself at all times throughout my tenure with the organization in accordance with this policy. In particular, I understand that failure to comply with the policy at all rehearsals, concerts, retreats and tours during the 2017-18 season may result in my removal from the Hamilton Philharmonic Youth Orchestra.

Musicians older than 18 may sign for themselves; musicians younger than 18 must have this release signed by their parent or guardian.

AGREED TO AND ACCEPTED BY:

Musician Name

Musician Signature

Date

Parent/Guardian Name

Parent/Guardian Signature

Date

HAMILTON PHILHARMONIC YOUTH ORCHESTRA 2017-2018 Schedule

Individual Sectionals violin 1 / violin 2 / viola / cello / bass / woodwinds / brass / percussion

Combined Sectionals strings / winds & percussion

TERM 1

Saturday, September 30! Auditions (strings/winds/percussion)

Saturday, October 7 Music pick-up

Saturday, October 14 Full Orchestra

Saturday, October 21 Full Orchestra

Saturday, October 28 Full Orchestra

Saturday, November 4 Full Orchestra

Saturday, November 11 Full Orchestra

Saturday, November 18 Full Orchestra

Saturday, November 25 Full Orchestra

Saturday, December 2 Full Orchestra

Saturday, December 9 CONCERT:

New Vision Church

Hamilton Philharmonic Youth Orchestra /

Concert Orchestra

Friday, December 15 Dress Rehearsal

Saturday, December 16 CONCERT: Mainstage,

FirstOntario Concert Hall

Hamilton Philharmonic Youth Orchestra

Side-by-side with the HPO

TERM 2

Saturday, January 6 Full Orchestra

Saturday, January 13 Full Orchestra

Saturday, January 20 Full Orchestra

Saturday, January 27 Full Orchestra

Saturday, February 3 Full Orchestra

Saturday, February 10 Full Orchestra

Saturday, February 17 Full Orchestra

Saturday, February 24 Full Orchestra

Saturday, March 3 CONCERT: McIntyre Theatre,

Mohawk College

Hamilton Philharmonic Youth Orchestra /

Concert Orchestra

Saturday, March 10 No Orchestra! (March Break)

TERM 3

Saturday, March 17 Full Orchestra

Saturday, March 24 Full Orchestra

Saturday, March 31 Full Orchestra

Saturday, April 7 Full Orchestra

Saturday, April 14 Full Orchestra

Saturday, April 21 Full Orchestra

Saturday, April 28 Full Orchestra

Saturday, May 5 CONCERT: Salvation Army,

Meadowlands Community Church

Hamilton Philharmonic Youth Orchestra /

Concert Orchestra

** Sectionals to be confirmed and added to schedule

Hamilton Philharmonic Performances

Sat., Oct. 21, 2017

Best of Italian Opera

Sat., Nov. 11, 2017

Hamilton Remembers

Sat., Dec. 16, 2017

Home for the Holidays

Sat., Jan. 20, 2018

Cirque Goes to the Cinema

Sat., Feb. 17, 2018

Gemma Conducts Haydn

Sat., Mar. 17, 2018

Beethoven & James Ehnes

Sat., Apr. 14, 2018

From the New World

Sat., May 12, 2018

Bernstein & Music of the Americas

Drop-Off / Parking Recommendations

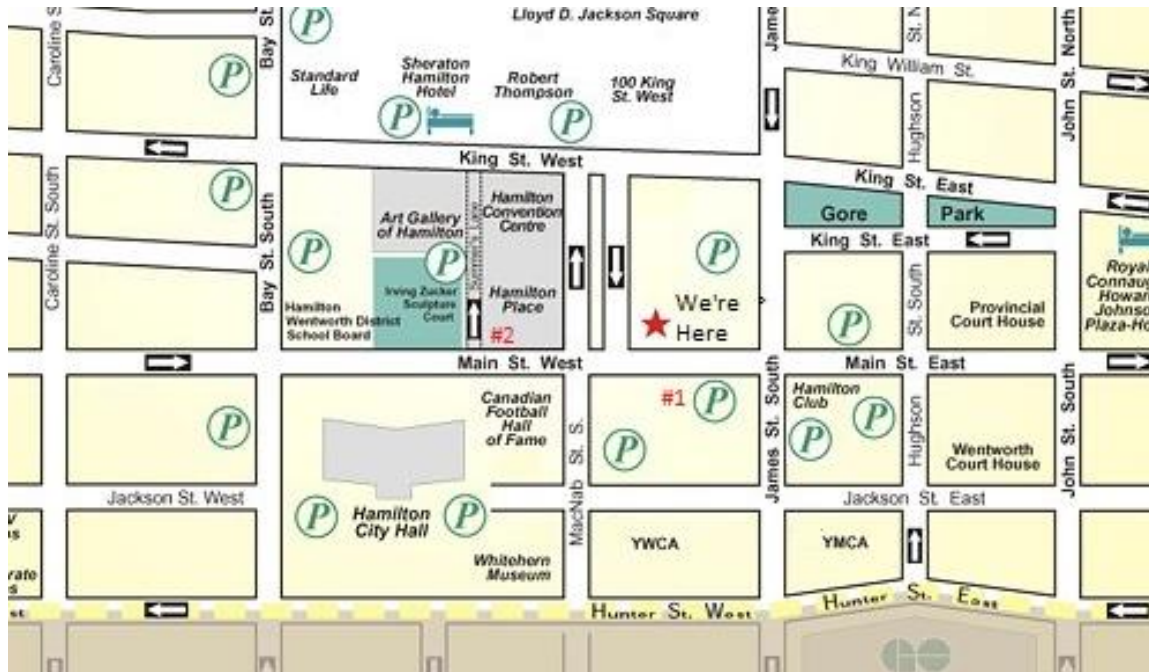
Dear musicians, parents & guardians,

We hope that this map may assist you in planning ahead and place to drop off your children and/or park.

All rehearsals this year will be at **New Vision United** at **24 Main St. W., Hamilton.**



finding a safe
Church, located



DROP-OFFS:

- Please **DO NOT stop your vehicle on Main Street**, in front of the church to drop off.
- We recommend pulling into the parking lot across the street (**#1**), dropping your musician off and ensuring they **cross at the designated cross walks**.
- Alternatively, you can pull over at the parking meters before MacNab St (**#2**), allow your musician(s) to exit your vehicle, and ensure they **cross at the designated cross walks**.

PARKING:

- There are numerous paid parking lots around our rehearsal location, indicated by a green **P**.
- In addition to metered parking, which are free all day Saturday, Sunday, on Holidays and after 6pm Monday to Friday.