

ACME POLICY & GUIDELINES PERFORMANCE GROUPS

Aside from the policy & guidelines for the general population of ACME students and families, students in performance groups – band, orchestra, guitar - must also read and sign the following policy & guidelines.

Attendance.

Attendance is crucial for several reasons: 1. to avoid getting behind; 2. receipt of music in a timely fashion; 3. for the benefit of the group. Performance ensembles are not individual events. Each player is vital to the sound of the group as a whole. Failure to arrive on time and regularly to classes will affect the entire ensemble.

Students with excessive absences may: 1. be required to schedule a private lesson at their expense, the cost of which will be \$20 per half hour lesson (not covered in ACME tuition or waivers); 2. be moved to a lower level group; 3. be dropped from the program.

It is understood that some absences are unavoidable, such as illness, religious observances, etc. Please let the director know as early as possible when a student is going to be absent from class.

Students **MUST** arrive to class in a timely manner. Band and orchestra students should arrive no less than 15 minutes prior to the official class time in order to assemble instruments and tune. A conference will be scheduled with families who students consistently arrive right at official class start time.

Students are required and responsible to bring to EVERY class the following:

- Instrument and instrument supplies
- Method books
- Music
- Notebook and pencil

Performances.

Students in performing ensembles are required to attend all concerts. Students must arrive in full concert attire or early enough to change into concert attire with all necessary equipment, including instruments, reeds, neckstraps, music, and a change of clothing.

Formal concert attire is as follows:

Boys – black slacks (no jeans or shorts), white undershirt, tux shirt & black bow tie (provided by ACME), black socks, black shoes (no sneakers or sandals or crocs).

Girls – black ankle-length skirt or dress slacks, solid black blouse, black hose, black shoes (no flip flops or sneakers or crocs).

The attire for casual concerts shall be jeans (free of holes or stains) or skirts (no shorts) and ACME t-shirts. Sneakers and sandals are allowed. No flip flops or slides.

ACME-provided uniforms will be distributed no earlier than a week before the performance. They must be returned in good repair immediately following performances. Replacement of damaged or missing items will be the responsibility of the student.

Hats are not allowed during performances, unless used as a costume and approved by instructor.

Instrument & Music.

Students should **NEVER** play another student's instrument. Students other than the percussionists should never touch the percussion equipment, whether it belongs to a student or to ACME.

At times, ACME may have instruments available to rent. These instruments are for students who do not have financial means to purchase an instrument. They are NOT for students whose parents want to see if the student will "stick with it." Parents are financially responsible for repairs to and upkeep of instruments rented to their child by ACME.

ACME instructors have limited ability and supplies needed to do more than minor repairs to instruments. If it is evident there is a serious problem with an instrument, the student must notify the instructor to see if an ACME instrument is available to use during the time the student instrument is out for repairs. Repairs, depending on the severity of the problem, can sometimes take more than a week to complete.

Students are responsible for keeping his/her music safe and in good condition. All music must be returned after the final performance of the semester.

Practice Requirement.

Everyone enrolled in Beginning and Intermediate Band and/or Orchestra is required to practice outside of the classroom. Practice time should be no less than 15 minutes per day at least 5 days a week.

Practice is NOT just playing the assigned exercises to perfection. Practice involves finding and overcoming problem areas. Actual playing of the instrument may not be required if the student is having issues with posture, holding position, bow hold, or fingering. If breathing is an issue, students are encouraged to make long tones (sustaining a single note in pitch for as long as possible) a part of practice.

Each student will be responsible to complete and submit a practice log each week. The parent or responsible adult that witnesses – audibly and/visually - the practice must initial each session. Failure to submit a completed, initialed practice log may result in the student being required to receive a 30-minute private lesson, at the student’s expense, from the director or an ACME-approved specialist on the instrument of the student. This expense is not covered in the tuition/fee waiver.

Practice logs are available from the director or on the website.

At least one parent is **REQUIRED** to sit in on no less than one class each semester, the purpose of which is to help parents understand what their child is learning, thereby making it easier to understand what is being practiced. ACME instructors urge parents to be encouraging about practice – more like a cheerleader. Do NOT make practice a chore or use threats. While it is typical for young students to see practice as a chore, it is in the student’s and parents’ best interest that practice be made a positive activity.

(Please complete and RETURN ONLY THE BOTTOM PORTION to the instructor or ACME director. Keep the policy for your records.)

We have read and understand the above policies and guidelines and hereby accept and agree to its terms as noted by our signature below.

Student Signature

Date

Student Signature

Date

Student Signature

Date

Parent/Legal Guardian Signature

Date

(If more than 3 students, please add signatures below.)