



CORINDA
STATE
HIGH
SCHOOL

**INSTRUMENTAL MUSIC HANDBOOK
2020**

Disclaimer: The information in this handbook is subject to change without notice due to human and physical resource allocations.

Fees will be invoiced within the first month of course commencement, invoices will be sent home with payment instructions and due dates. Please note only financial students can stay enrolled in a program.

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INTRODUCTION

This booklet has been compiled to assist students and their parents in their understanding of the instrumental music program at Corinda State High School.

The music program at Corinda State High School is multi-dimensional. It is made up of two main strands – an extensive classroom music programme, and a large instrumental programme. At Corinda State High School, we offer an instrumental and classroom music programme that caters for a diverse range of needs, interests and abilities. Students are often involved in both the classroom and the Instrumental Music programme to strengthen their knowledge and skills across a broad range of music styles.

GENERAL INFORMATION FOR INSTRUMENTAL MUSIC

Instrumental Music students receive one 35-minute lesson on their chosen instrument weekly. The time of this lesson rotates each week as so students are not missing the same lesson on their timetable. They are required to participate in a minimum of one ensemble. There are many ensembles offering students opportunities to learn a range of music styles. Entry into some ensembles is by audition or teacher placement.

MUSIC FEES

The fees associated with instrumental music assist with the extra costs of buying and maintaining music, instrument repairs, stands, photocopying, workshops as well as supporting the music infrastructure.

The prompt payment of fees enables the program to be run efficiently.

This table explains the fees for 2020. Please ensure you have completed an instrumental enrolment form for 2020 and return to the office. Your instrumental fee will be added to your school account and is payable with your other school fees. All music fees need to be paid by the end of Term 1 or a payment plan established with the office.

Fees are non-refundable.

ITEM	COST
ADMINISTRATION CHARGE One fee covers all ensembles and lessons. Please note – ALL STUDENTS pay this fee, including beginners and non-ensemble students.	\$ 70.00
INSTRUMENT HIRE - applies to all students who hire an instrument from the school Covers replacement and repair costs of school owned instruments including: Flute, Piccolo, Clarinet (all types), Trumpet, Trombone, Violin, Viola, Electric Guitar and Electric Bass. Oboe, Bassoon, Saxophone (all types), French Horn, Baritone, Euphonium, Tuba, Cello, Double Bass.	\$ 100.00
PERCUSSION MAINTENANCE FEE - applies to all students who study Percussion	\$ 100.00
ENSEMBLE FEES	COST
1) Music Folder	\$ 8.50
2) Band Shirt	\$ 32.00

UNIFORM

All ensemble members will be required to play in full performance uniform by end of term one. Students must be in the correct uniform to perform in ensembles.

The performance uniform required for each ensemble is as follows:

- Black performance shirt
- Black trousers (not tights or jeans)
- Black school shoes and black socks
- All hair beyond shoulder length should be neatly tied back into a pony tail or bun during all performances.
Green hair ribbons if required.

Students are expected to wear their performance uniforms with pride at all times. They are not to adopt a “casual look” prior to or following performances by either changing or unbuttoning shirts. All shirts are to be ironed and hair tied back from the face. Additionally, makeup, bold nail polish and excessive jewellery is not to be worn.

PLACEMENT OF STUDENTS IN THE INSTRUMENTAL PROGRAM PRIORITY IS GIVEN TO STUDENTS WHO:

1. Played an instrument at primary school; and
2. Own their own instrument (except large instruments eg. Tuba).

Whenever possible a student will commence on an instrument he/she would prefer with consideration given to the following:

1. Suitable matching of the instrument to the student, i.e. physical characteristics likely to affect playing.
2. Requirements of the band and ensemble programs to form well balanced ensembles
3. Existing vacancies in lessons
4. Available school instruments if required.

Initial enrolment in the program is for a minimum period of one year subject to a trial period of 3 months. Continuing yearly enrolment is arranged each November.

STUDENT/TEACHER CONTACT

Instruction is organised on a group basis. Generally, students have at least two contact periods per week, which includes one 35-minute lesson during the normal school day and one ensemble rehearsal outside the normal hours of the school day.

Instrumental lessons are provided on a rotating timetable so as not to unduly interrupt school lessons. It is the student’s responsibility to catch up on any class work missed, to adhere to the timetable, and to inform instrumental teachers and Ms Catanzariti ahead of time of any reasons why a lesson time should be changed.

Students who are unwilling to participate in an ensemble are not eligible for inclusion in the programme.

Students may enrol for lessons with more than one teacher provided a written authorisation from a parent/or guardian is presented to Ms Catanzariti before commencement. Students and parents should consider carefully the extra commitment that this entails.

Instrumental Music Reports are included in the end of semester report.

INSTRUMENTS

These are three sources for instruments:

1. Private ownership
2. School loans
3. Hire from music retailers

The majority of students in the program possess their own instruments. Most music retailers offer a rental program with several purchase options open after a three-month trial period.

Students who borrow a school instrument are encouraged to purchase their own instrument after the initial twelve months. If they cannot do so they may be permitted to continue with the school instrument. This decision will be made by the instrumental teacher and will be based on students' commitment, attitude and attendance. A hire fee is charged each year for instrument use. Please note the following listed conditions:

- The instrument is to be used by the nominated student and no other person.
- The period of the loan is one school year. The instrument must be returned to school before the end of the school year for checking. Instruments can be borrowed for holiday periods after they have been checked in at the end of the school year.
- A payment for the use of the instrument must be made as per the schedule of fees.
- The instrument must be returned promptly for any inspection, repair, or adjustment, which may be required through normal wear and tear.
- In the event of accidental loss or damage, the circumstances must be immediately reported to the school. Damage by negligence will be the responsibility of the parent/guardian.
- The student to whom the instrument is loaned is responsible for ensuring that the instrument is placed safely in the instrument store room and NOT left in the foyer of the Music Block. They are to be taken home each day and not left over night.
- If, in the opinion of the instructor, the student is not carrying out reasonable practice, or shows little progress, or does not appear to be taking reasonable care, the loan will be reviewed with the possibility of termination.

PERCUSSION AND DRUMLINE STUDENTS

The school provides all large percussion equipment required by ensembles. Students are required to provide the following:

- Drum sticks (preferably wood tip);
- rubber rebound practise pad;

Please note the Percussion Maintenance Fee of \$100 in the Fees Section. This is necessary for the upkeep of large Percussion instruments used by students throughout a school year.

WIND, BRASS AND STRING STUDENTS

Students must maintain their instruments in good working order, and are required to provide:

- Own or school instrument with a comprehensive cleaning kit and accessories as required e.g. Clarinet- pull through cloth for outside, mouth piece brush, soft brush or pipe cleaners for keys and key oil;
- Texts as required; and
- Rosin, cleaning cloth and shoulder rest (violins and violas) – String students only.

DAY CAMPS AND WORKSHOPS

Early each year, the Music Department runs an Instrumental Music Camp. The date for this camp in 2020 is March 30th - April 1st. It is held at Brookfield over three days. During this time students will refine their practice through intensive workshops and team building.

PUBLIC PERFORMANCES

Throughout the year, we aim to have each ensemble perform publicly at least twice. As additional opportunities arise we will ensure to let you know in advance. Some known events that we will be participating in for 2020 include:

At school:

- Investiture Ceremony
- Open Day
- Anzac Day
- Camp Concert
- Music in the Night Concert and Awards
- Speech Night

In the wider community:

- Sherwood Fete
- Brisbane Bands Festival
- Oxley Fete
- Sherwood Community Festival

INSTRUMENTAL MUSIC LESSON AND REHEARSAL PROCEDURES

At Corinda SHS, we exceed expectations for excellence in The Arts. As a member of the Instrumental Music Program at Corinda SHS, very high standards of commitment, organisation and reliability are required of the students.

The basic expectations of Instrumental Music Students are that they:

- Attend **EVERY** rehearsal.
- Attend **EVERY** lesson.
- Attend **EVERY** performance.
- Own a **complete performance uniform** – Corinda Band Shirt, Corinda Folder and Black Dress pants (not tights), black socks and black shoes.
- Maintain and **care for their instrument** and store it safely and tidily.
- Maintain a neat and **accurate folder of sheet music**, clearly labeled with their name.
- Check upcoming **important dates** on the Music Noticeboard and student notices.
- Are prompt to bring letters home to parents, and **return all permission slips** quickly.
- Participate to the **best of their ability** at all times. **When you are in a rehearsal, your conductor is the boss.**

You should ensure that you:

- Are **on time**, tuned up and **ready to play by the rehearsal start time**. You should arrange to arrive with plenty of time to get your instrument and music organised, tuned and set up. This may take more time for larger instruments and percussionists.
- Are seated in such a way that you can **see your conductor clearly**.
- Work as **part of a team** – you are one section of a bigger ensemble.
- Do not talk or make noise when your conductor is rehearsing.
- **Raise your hand** and **speak politely** if you have a question.
- **Follow directions without hesitation** – even if you disagree. If you think something should be interpreted a different way - this is a professional conversation for your lesson time, not the rehearsal session.
- **Take your instrument home every day and practice**. Instruments should never be left at school as you require them for rehearsals at home.
- **Arrive at the Music block at 8:30 in the morning** if you require to store your instrument prior to your lesson. Instruments are left at own risk.

SAMPLE INSTRUMENTAL TIMETABLE

Students are required to identify which lesson group they are in and then attend the corresponding session each week. Note that the session changes depending on the school week.

	2 nd Feb	9 Feb	16 Feb	23 Feb	2 Mar	9 Mar	16 Mar	23 Mar	30 Mar
7.30	Chamber Strings	Chamber Strings	Chamber Strings	Chamber Strings	Chamber Strings	Chamber Strings	Chamber Strings	Chamber Strings	Chamber Strings
8.30	LESSON CHECK	LESSON CHECK	LESSON CHECK	LESSON CHECK	LESSON CHECK	LESSON CHECK	LESSON CHECK	LESSON CHECK	LESSON CHECK
8.50	G	A	B	C	D	E	F	G	A
9.25	F	G	A	B	C	D	E	F	G
10.00	E	F	G	A	B	C	D	E	F
10.35	D	E	F	G	A	B	C	D	E
11.55	C	D	E	F	G	A	B	C	D
12.30	B	C	D	E	F	G	A	B	C
1.40	A	B	C	D	E	F	G	A	B
2.15	NCT	NCT	NCT	NCT	NCT	NCT	NCT	NCT	NCT

GROUP A	GROUP B	GROUP C	GROUP D
Amelia Pond			
Clara Oswald			
Donna Noble			
Martha Jones			

REHEARSAL SCHEDULE

The rehearsal schedule for 2017 is as follows. Students are expected to be set up ready to start by this time.

Membership of an ensemble is a serious commitment. Regular attendance and routine home practise is essential. Students are required to set up in advance and be ready to commence rehearsing by the start time above.

Ensembles regularly perform at school functions and ceremonies as well as local festivals and competitions. Notification of performances is provided as early as possible.

DAY	ENSEMBLE	TIME AND LOCATION
MONDAY	Wind Ensemble Symphonic Band Big Band	7:30 - 8:30 - Hall 3 - 4:pm – Hall 4 - 5pm - Hall
Wednesday	Drumline	3 -4pm - Hall
THURSDAY	Jnr Percussion Amadeus Strings Chamber Strings	7:30 - 8:30 - Hall 7:30 – 8:30am – Music Block 3 - 4pm – Music Block
Tuesday	Snr Percussion	7:30 - 8:30 - hall

STAFF CONTACTS

STAFF MEMBER	THE ARTS TIMETABLED CLASSES	EMAIL ADDRESS
Jen Catanzariti	HoD Arts, 7 & 9 Drama	jcata14@eq.edu.au
Alex Chin	Instrumental Music – Strings	Axchi4@eq.edu.au
Clarke Matthew	7,8,9 Music 11,12 Cert II in Music Industry	cmatt146@eq.edu.au
Bevan Messenger	Instrumental Music – Brass and Symphonic Band	bmess19@eq.edu.au
Belinda Stewart	Music Rehearsal Academy 7,8 Music Excellence 11,12 Music and 12 Mux	bstew144@eq.edu.au
Tom Stewart	Instrumental Music – Woodwind, Concert Band, Big Band 9 Music Excellence	tstew97@eq.edu.au
Jacob Hicks	Instrumental Music – Percussion	Jhick169@eq.edu.au

INSTRUMENTAL MUSIC CAPTAINS

Each ensemble has a captain and one or more Vice Captains, who have the important responsibility to:

- Represent the ensemble in the decision-making process regarding performances and concerts;
- Aid the teachers in preparing for performances and concerts;
- Represent the ensemble in communicating information via newsletters, assemblies, and daily notices;
- Organise and conduct extra rehearsals (if required) and performances in the absence of the instrumental music teacher;
- Liaise with the Head of Department and Arts Captains on matters related to performances, achievements, and concerns;
- Ensure the ensemble is set-up and ready to rehearse at the starting time;
- Mentor and support ensemble members.
- Captains and Vice-Captains are ultimately selected by the Instrumental Music teachers in consultation with the Head of Department. Student votes may be considered.
- Arts/Music Awards

GOLD, SILVER, AND COMMITMENT TO THE ARTS AWARDS

Arts Gold Awards are presented to recipients at Speech Night. The Arts Silver and Commitment to The Arts awards are presented at the End of Year Merit Ceremony at school. We encourage our students to formally apply for these awards just as recipients are required to do for major industry and cultural awards.

INSTRUMENTAL AWARDS

Awards for Instrumental Music are presented at the Music in the Night Concert. Students are eligible for 3 categories within each ensemble:

1. Best Instrumentalist
2. Best Ensembler (awarded to the best team member with a strong positive attitude)
3. Director's Award (awarded for a high standard in one or both of the categories above).

The Award for Musician of the Year is given to the student who has demonstrated the highest standards of musicality and contributed great spirit and energy into an ensemble and the music programme over their school career.

Teachers nominate the awards recipients for each category.

In addition, Year 12 students may receive a Music Service award for ongoing commitment and dedication to the program from year 7 through to year 12.

WITHDRAWAL FROM THE PROGRAM

To withdraw from the program a student must obtain a “Leaving the Programme” form from their instrumental teacher. A parent is required to sign this form to confirm agreement. Students will be deemed to be in the program until this form is completed and returned to the music office. Fees will not be refunded and billing will continue until this form is completed.

WHAT TO DO IF

You know you will be absent from a rehearsal, lesson or performance	See your conductor/director before the scheduled lesson / rehearsal / performance and explain why you cannot attend. You may be asked to catch up at a later time.
You miss a rehearsal, lesson or performance by accident/illness etc.	See your conductor/director after the scheduled lesson/rehearsal/performance and explain why you did not attend. You may be asked to catch up at a later time.
You forget your music/instrument for your lesson/rehearsal	Attend your lesson/rehearsal as scheduled. If possible, see your conductor before the lesson/rehearsal starts so they can have time to organise alternative arrangements for you.
You arrive late to a lesson/rehearsal	Knock on the door, excuse yourself with a quick apology to the conductor/teacher and get set up with your instrument as quickly as possible. You may be asked to catch up at a later time.
You have a question during a rehearsal/lesson	Raise your hand and ask your conductor/teacher politely for clarification. Serious concerns or questions should not be raised in rehearsal time. If you have a problem, talk to your conductor/teacher after the rehearsal.
You wish to leave the instrumental music program	First speak with your teachers and conductors about your concerns. If you still want to stop learning music, you need to complete a withdrawal form that needs to be returned to HOD The Arts. This needs to be done as soon as possible.
You want to borrow an instrument from the school	First speak with your teachers and conductors about the instrument you need. You will need to have your parents sign a hire agreement (a loan form). Your teacher will then fill out the details of the loan and you will be invoiced for the hire fee.
You need a permission note for an event/performance.	Permission notes will be available from The Arts HOD office door . If you cannot collect one from school, please ensure your email is up to date with the school as we will email permission letters as they become available.
You are returning a permission note	Most permission notes will be returned to the permission slip collection box at the HoD arts office
You lose a piece of music or equipment	Report the loss to your teacher/conductor as soon as possible.
You are unsure of the details of a performance or workshop	Firstly , read the details on your permission letter. Secondly , please check your emails for permission letters and information from the school. Thirdly , If your question is not answered, please ask your teacher/conductor for more information.