

Lyceum Youth Orchestras at American Heritage School Handbook (updated April 2022)

Admission. Students are admitted based on audition or invitation. Returning students generally do not need to re-audition to return to the same ensemble. Students are placed based on playing level, age, and maturity. Once the season has started, ensemble placement should be considered final. Students are not permitted to change ensembles once enrolled. Any exception to this policy must be overseen by the orchestra manager and requires unanimous permission from all directors involved.

Attendance. Students are expected to attend all rehearsals, sectionals, and performances listed on the orchestra calendar. Students with more than 2 absences in a given concert cycle may not be eligible to perform in that concert regardless of the reason for the absence. Arriving late or leaving rehearsal early counts as 1/2 of an absence. Students with excessive absences may be excused from the ensemble or asked to not participate in a specific concert cycle.

Disclosure: We strongly encourage students to support their school music programs. Students with pre-existing commitments to any other potentially conflicting organizations such as sports teams, other after-school orchestras, marching band, and after-school dance or drama productions, are asked to disclose the potential conflicts at the time of enrollment on the enrollment form or via email. If mid-season the student chooses to pursue a potentially conflicting activity, such as try out for the soccer team or musical, we ask that the student disclose to the coach or director of the new activity their pre-existing commitment to Lyceum.

Concert Attendance: We strongly encourage students to support their school music programs and understand that concert absences may occur due to supporting school performing groups, unexpected illness, quarantine, or other health concerns. Students who are unable to attend concerts due to illness or academic commitments including school choir, band, marching band, or orchestra conflicts are excused without consequence. The earlier communication takes place, the easier it is for ensembles to take appropriate steps to preserve the performing experience for the rest of the ensemble. Students who miss a concert for personal reasons such as a date dance, family vacation, or non-school related activity are not eligible to automatically return to their ensemble the following season. If the student wishes to return to their ensemble for the following season, they will be required to audition and be considered against all others who are auditioning for that seat in the orchestra. Students who play a unique part who choose to miss concerts for personal reasons such as a date dance, family vacation, or other activity are responsible to provide an approved substitute at their own expense.

An email notification should be given for each absence either by the parent for personal absences or teacher/advisor for school related absences. Emails should be sent in advance, except in cases of emergency. Please send emails to the appropriate ensemble manager: Phil@ahsmail.com, Concert@ahsmail.com, LSS@ahsmail.com, WINDS@ahsmail.com, LCE@ahsmail.com, LCO@ahsmail.com, LPS@ahsmail.com, HARP@ahsmail.com.

Preparation. All music should be prepared in a timely manner and should be included in the student's daily practice regimen. It is expected that each student will employ the help of their private teacher to help learn the music.

Volunteering. Each family is required to complete a minimum of one volunteer assignment per student who participates. Opportunities to volunteer include bringing refreshments, acting as an usher, stage setup, and many other details pertaining to the success of events.

Annual Commitment. Students enrolled in any of the ensembles are committed to play in and pay for the ensemble for the entire season, or from the month of enrollment through to the end of the season. All exceptions should be obtained in writing prior to enrollment.

Sponsoring Organization. American Heritage School sponsors the Lyceum Orchestras program. All students enrolled in Lyceum Orchestras are considered American Heritage School students and are expected to abide by the school's honor code found online (<http://AmericanHeritageSchool.org>). Orchestra performances serve the mission of the school to educate hearts and minds; this includes performance of classical, patriotic, and religious music as well as fundraising and development for the sponsoring organization. American Heritage School does not discriminate because of race, creed, color, religion, sex, age, national origin, physical and/or mental disability. Understand that this is a mutually beneficial relationship for all orchestra families regardless of other school affiliations, and that tuition alone pays for only a portion of the total cost of orchestra events, staff, music, facility, etc.

Concert Dress. Each student is required to own the designated concert dress for their ensemble.

Philharmonic: Participants are required to purchase matching concert attire if they do not already own attire from a previous year. Men wear tuxedos and women wear a matching black skirt or dress pants with white blouse. Avoid extremes in appearance and hairstyle.

Concert Orchestra and Harp Ensemble: Women: modest black dress, sleeves at least to the elbow, skirt (and slits) below the knees or floor length, or black/white blouse and black skirt. Men: black tuxedo, black shoes/socks, black bowtie and cummerbund. Avoid extremes in clothing, appearance, and hairstyle.

Symphonic Strings, Symphonic Winds, and Chamber Ensemble: Girls: black dress or black blouse/skirt; sleeves to elbows, hem/slits at least to mid-calf; black hose, black dress shoes. Boys: black tuxedo or suit, black tie or bow tie, black socks, and black dress shoes.

Crescendo Orchestra: Girls: White blouse to elbows, black skirt (and slits) below the knees, black hose or white socks, and black shoes. Boys: White dress shirt and black bow tie, black dress slacks, black socks and black shoes.

Prelude Strings: Boys: white shirt, black pants, dress shoes/socks. Girls: white blouse, black skirt, dress shoes/socks.

Rehearsal Dress. Dress modestly at all times. "Immodest" clothing includes short shorts and skirts, tight clothing, shirts that do not cover the stomach, and other revealing attire. Young women should wear clothing that covers the shoulder and avoid clothing that is low-cut in the front or the back or revealing in any other manner. Young men should also maintain modesty in their appearance. All should avoid extremes in clothing, appearance, and hairstyle. Always be neat and clean and avoid being sloppy or inappropriately casual in dress, grooming, and manners.

Instruments, Equipment and Sheet Music. Students will be provided with folders containing copies of their music. They are expected to have their music, instrument, pencil and all other necessary equipment including with them at each rehearsal. Each folder is the sole responsibility of the student to whom it is checked out. Any lost, damaged or unreturned music will be charged to the student's account with a minimum \$25 charge.

Standards of Conduct. Students and parents are expected to be respectful of all orchestra members and directors at all times. This includes coming to rehearsals prepared and on time, and being willing to help other students to be better musicians.

Cleaning and "Stewardship Minute." Students are responsible for replacing their chair and stand, and picking up garbage in their immediate area. All members of the school community, including employees, students, volunteers, and guests, are encouraged to help keep the building clean.

Food and Drink. Food and drink are not permitted outside of the lunchroom, including in hallways, unless specifically approved by administration for consumption of food and drink. Students, parents, and guests are asked to please eat in the lunchroom or outside.

Designated Areas and Unsupervised Children. Parents are welcome to attend rehearsals with children. Any children who are not enrolled in the School or Orchestra must be supervised by an adult at all times. All students in afterschool music programs and their guests must remain in designated rehearsal and performance areas at all times. Students should not be in any unsupervised areas of the building including the second and third floors, the library, elevators, classrooms, etc. Children and students, even if supervised by a parent or adult, are not permitted in the Faculty Lounge at any time, including in the summer and after-hours.

Liability. American Heritage School is not liable for instruments or equipment damaged or lost while participating.