

Attendance

Promptness and consistent attendance are expected of all MYS students. Because of the high level of musicianship required by MYS orchestras, attendance is a key factor in providing a complete, productive, and worthwhile musical experience. Individual responsibility is critical to the ensemble's musical experience.

Number of absences and exceeding absence limits:

There are three trimester concert cycles, each consisting of 10 rehearsals. All students are allowed a maximum of **six (6)** absences per year, not to exceed **two (2)** per trimester.

Change for 2018-2019:

In the event of an extenuating circumstance, a **third absence** will be considered to be used **ONCE** during the year only. This absence must be approved through the Operations Manager. Students electing to use this option may not miss three rehearsals in a row and may not miss the dress rehearsal as a third absence. Students may also be asked to play privately for the conductor to confirm that they are prepared. **We will evaluate this policy at the end of the season.**

Students who exceed these limits per trimester will not be allowed to play in the remaining rehearsals or perform in the concert for that trimester.

Types of absences: There are no excused or unexcused absences. The reason for the absence is not the issue; it is the absence itself. There are no exceptions.

Avoid missing two rehearsals in a row. Vital information is given to students at each rehearsal. When a rehearsal is missed, particularly two in a row, it puts students at a disadvantage and slows down the orchestra's progress. Please connect with your stand partner before attending the next rehearsal to catch up with what happened in the rehearsal you missed.

Injury: If you have an injury that prevents you from playing, you will not be counted absent if you attend the rehearsal, sit in with the orchestra, and take notes and meet all the attendance rules.

Orchestra Hall concerts are mandatory. Students are not allowed to rehearse with the orchestra if they cannot play the concert. A student who is absent from a concert without prior notification may be asked to leave the program for the rest of the season.

Dress Rehearsals: Principals (concertmaster and section leaders) and soloists are not allowed to miss dress rehearsal. A new principal or soloist may be chosen in the case of a dress rehearsal absence.

For all students, missing a dress rehearsal may affect the opportunity to play in the concert. Students may not use a third absence for the dress rehearsal. Official notice with the dress rehearsal and concert details are **emailed** to MYS families three weeks prior to each dress rehearsal. Please plan on keeping the dress rehearsal day free of other commitments in case a time change between orchestras is necessary. As a courtesy to fellow musicians and the conductor, please report dress rehearsal absences to MYS by the fourth rehearsal of the trimester.

Tardiness: Being on time is a professional behavior and is expected of MYS students. Orchestras achieve high artistic standards when musicians are warmed up and ready to rehearse on time. "On time" means being tuned, warmed-up and seated at the orchestra start time. Chronic tardiness will not be tolerated.

- 1. You are counted late if you check in at your rehearsal start time. You may also be counted late if you have checked in on time, but are not in your seat ready to rehearse at the start of rehearsal.**
2. Arrive at least 15 minutes prior to your rehearsal start time so you are tuned and in your assigned seat at rehearsal start time. Percussionists need to arrive at least 20 minutes early to move their equipment.
3. Tardiness or absence due to extreme weather conditions is judged on a case-by-case basis.

Attendance Check-in: All students must check in every Saturday. Failure to check-in before your rehearsal could result in being marked absent. If you forget to check-in, please make sure you do so during your break time.

String Orchestra:

Start time - 8:45am

Check-in by 8:30am (Percussionists 8:25am)

LATE at 8:45am

Philharmonic Orchestra:

Start time - 10:30am

Check-in by 10:15am (Percussionists 10:10am)

LATE at 10:30am

Repertory Orchestras:

Start time - 10:00am

Check-in by 9:45am (Percussionists 9:40am)

LATE at 10:00am

Symphony Orchestra:

Start time - 8:45am

Check-in by 8:30am (Percussionists 8:25am)

LATE at 8:45am

Reporting Absences:

1. All full absences, early departures, and late arrivals **must** be reported to the MYS office in advance of the Saturday rehearsal. Please report absences by noon on the Friday before the absence. Report your absence online at www.mnyouthsymphonies.org/absence, or by phone, 651-699-5811.
2. Report absences as far in advance as possible. This is a courtesy that helps the conductors plan their sectionals and rehearsals.
3. Students who leave early must inform the attendance monitors when they check-in for rehearsal. Leaving early means one-half an absence.
4. If you wake up Saturday morning and find you cannot attend rehearsal, you must still report the absence online or leave a voicemail at our office, 651-699-5811.
5. When calling in an absence, please state the student's full name (spell the last name) and orchestra, the date, and reason for the absence. Please note: If you have an injury and are unable to play your instrument, if you still attend rehearsal you will not be counted absent. You'll receive valuable information, and won't use an unnecessary absence.

Inclement weather policy: If rehearsal is being canceled due to inclement weather, visit our website, call for a recorded message on our voicemail, 651-699-5811, or tune to WCCO radio (830AM). A decision to delay or cancel rehearsal is made by 7:00am on the Saturday in question. Please keep in mind that MYS is unable to make up canceled rehearsals therefore the weather would have to be particularly treacherous to cause a cancellation. Families must use their best discretion about traveling in inclement weather.

Privilege of Participation: Even though a student has achieved entry through the audition process, they may have their participation challenged if:

1. They have excessive absences, no communication in advance of absences, excessive tardiness, or a lack of commitment.
2. The conductor finds that a student is struggling or unprepared for a concert; the student may be asked to play privately for the conductor, and, at the conductor's discretion, a student may be asked not to perform in the concert if technical or musical ability is not comparable to the rest of the orchestra, or if the repertoire is beyond the student's technical ability.
3. The conductor recommends that the student be moved to a different orchestra if a position is available.

Scheduling and Vacations: Please record the MYS rehearsal and concert schedule on the family calendar so these dates are reserved prior to other planning. When possible, plan family vacations after your Saturday rehearsal time.

College entrance exams: ACT, SAT & PSAT tests are offered several times a year at various locations. School counselors can assist students in finding alternate testing dates and locations. Plan now to coordinate test dates and make every effort to avoid conflicts with MYS rehearsals. If possible, try not to schedule two tests in the same trimester. For test dates go to www.collegeboard.org or www.act.org.

Minnesota All-State Orchestra/Band auditions, rehearsals & performances: We are pleased that many MYS students are represented in Minnesota All-State programs. To help prevent any absences, please consider scheduling All-State auditions during the week or possibly at a different location. Students should speak with their school music director to make audition arrangements. There is no MYS rehearsal on All-State weekend in February.

Withdrawing from the program:

1. Withdrawing from an orchestra any time after a trimester begins will result in reassignment of parts, re-seating of the section, loss of principal status and may result in expulsion from the orchestra.
2. Please notify both the Operations Manager in writing as soon as possible of your decision to withdraw. As a courtesy, please notify your conductor as well.
3. Your music folder and music must be returned immediately.
4. After the first rehearsal of a trimester, you will not be refunded for that trimester. If you have paid for additional trimesters, you would be refunded for those, less a processing fee.
5. *String, Philharmonic, and Repertory students*— Though we ask for a full year commitment, if you must withdraw for a trimester, you may return for a subsequent trimester if you are in good standing and there is a spot left in the section.
6. *Symphony students*—If you plan to go on the Finland/Baltics Tour 2019, you must play all three trimesters. Though we ask for a full year commitment, if you are not participating in the tour you may withdraw and return if you are in good standing and there is a spot left in the section.