



## 2016-17 PARENT STUDENT CONTRACT — LEVEL 3

● **Level 3 rehearses Mondays, 4:30-6:00pm**

1035 Carol Lane, Lafayette (*Our Savior's Lutheran Church*)

Chorister's Name: \_\_\_\_\_

In order to be a member of Contra Costa Children's Chorus, both chorister and parent/guardian must agree to all of the provisions of participation included but not limited to those listed in this contract and in the attached Liability Contract. Both parent and chorister must initial each section below, sign, date and return this contract to CCCC staff.

### **ATTENDANCE POLICY**

As a member of CCCC, you understand that your commitment to faithful, consistent, and punctual attendance is vital to the performance success of the group. It is expected that rehearsals take a very high priority in each chorister's life, and that all members work together as a team. Dates of rehearsals, mass rehearsals, tech rehearsals and concerts are provided to choristers and families in June of the preceding season to allow for advanced planning.

#### **Rehearsals**

- **(2) absences during the fall semester and (3) absences during the spring semester (planned or unplanned) are permitted.**
- **Each absence must be reported to CCCC**
  - **Planned absences, Unplanned absence/last minute/emergencies** - please email [frontdesk@childrenschorus.org](mailto:frontdesk@childrenschorus.org)
- **Unreported absences will count as (2) absences**
- **Three (3) late arrivals or early departures will count as (1) absence**
  - **Following a third (fall) or fourth (spring) absence**, choristers may be asked to sing for the director to demonstrate their knowledge of the music. If progress is insufficient, a tutor (at the chorister's expense) may be required, or the chorister may be asked to sit out part or all of a performance.
- **If absences continue to occur**, the chorister may be dismissed from chorus without benefit of a tuition refund.

#### **Tech Rehearsals**

The tech rehearsal may not be missed for any reason other than illness, or significant school or church events (their own, not friends). Choristers who have an unavoidable conflict are expected to approach the director as far in advance as possible. Missing the tech rehearsal for any other reason may result in the chorister not performing in the concert. Promptness to call times is expected.

#### **Scheduled Performances/Collaborations/Workshops**

All performances are mandatory. There are instances when Level 3 is offered an opportunity to perform or participate in a special activity on short notice. Before confirming participation in an event, members will be polled about availability. Choristers are expected to prioritize these opportunities to the best of their abilities. Conflicts will be handled on a case-by-case basis.

#### **Illness**

Sore throats, colds, and flus are a concern for singers of any age. If symptoms are mild or not contagious, encourage your chorister to attend. They may be asked to sit off to one side in the rehearsal, or to listen and watch instead. Please arrive early and inform the conductor of any of these circumstances.

Please keep your chorister home if he/she has a fever, a significant sore throat, a severe cold or cough, or gastrointestinal symptoms such as vomiting or diarrhea. **Email [frontdesk@childrenschorus.org](mailto:frontdesk@childrenschorus.org) before rehearsal.**

**SMI 2017 – Level TBA (optional)**

As a current Level 3 chorister/family, if you believe you could be promoted to Level 4 for next year, you should seriously consider the added requirements to be in Level 4. These include extra rehearsals, performances, and most importantly SMI (Summer Music Institute). SMI is MANDATORY for all Level 4 choristers. You should make sure your summer activity plans include time for SMI at the end of July/beginning of August.

**AGREEMENT TO PARTICIPATE IN LEVEL 3**

I will learn my music as assigned, practice at home, attend rehearsal with music binder, behave and dress appropriately, and will be committed to participate in all performances and concerts. As the parent I will encourage my child to **practice at home, attend rehearsals, and participate in all performances.**

**DISCIPLINE POLICY**

Proper behavior (Refer to *Discipline Policy* in Manual) is imperative for all students to benefit from the program. This policy applies to rehearsals and before, during and after performances, all tours and chorus activities. Parents will be notified of inappropriate behavior with a phone call or may be asked to have a conference with the director. If behavior problem persists, the student may be dismissed from the chorus.

**PARENT STUDENT MANUAL**

I/we have read the Parent Student Manual and reviewed all forms covered under this Parent Student Contract.

**RETURN OF MUSIC**

I/we will return all music loaned to me each semester, by the end of the semester. Each copy must be in good repair. If it is tattered, or otherwise destroyed, I/we will be responsible to pay for its replacement.

**REPLACEMENT OF THEORY WORKBOOKS**

Theory workbooks are included with tuition, but if they are lost/damaged and need replaced, I/we will be responsible to pay for replacements.

**PAYMENT AGREEMENT**

We have read the Financial Obligation Policy in the Parent Student Manual. We agree to pay all tuition and fees associated with participation in Contra Costa Children’s Chorus activities. We also understand that if our account is in arrears, and no alternative arrangements have been worked out, our chorister(s) may not attend rehearsals or any scheduled chorus events. In addition, our chorister(s) will be dismissed from chorus if our account continues with non-payment.

**REFUND POLICY**

We understand that we have made a commitment for the entire 2016-17 season and to our fellow choristers. However, if we must withdraw from chorus during the year, we will meet with our Level Conductor and submit a Drop Form to the Finance Manager. Refund amounts, if any, are based on the date that the drop form has been received by CCCC.

A \$100 non-refundable Administrative Fee will be deducted from any refund. After that, the Refund Policy is:

- 50% Refund – if CCCC is notified within 6 weeks of chorister’s 1<sup>st</sup> rehearsal day (per semester)
- 0% Refund – if CCCC is notified after 6 weeks from chorister’s 1<sup>st</sup> rehearsal day (per semester)

No refunds are available for SMI, tours, workshops, except with the written approval of the Chorus Manager.

**PARENT STUDENT CONTRACT AGREEMENT**

Our signatures below certify that we have read, understand and accept all the terms in this contract, and understand that failure to abide by the contract could result in dismissal from the Chorus.

\_\_\_\_\_  
Student Name (please print)

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Name (please Print)

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

