



2022-2023 STUDENT HANDBOOK

LYO rehearsals take place at the Youth Performing Arts School (YPAS) or St Matthews Pavilion, as well as some alternate locations when scheduling conflicts arise with venues. See our [Schedule](#) page for details.

YPAS ENSEMBLES:

Horizons Winds/Horizons Brass

Repertory Orchestra

Symphony Orchestra

(Site Manager: lyosite1@gmail.com)

ST MATTHEWS PAVILION ENSEMBLES:

Serenade Orchestra

Concert Orchestra

Percussion Ensemble

(Site Manager: lyosite2@gmail.com)

Mission

It shall be the purpose of the LYO to provide a musical experience of the highest quality for all dedicated young musicians and to provide artful and meaningful education programs for audiences throughout our diverse communities regardless of race, creed, gender, gender identity, sexual orientation or economic circumstances.

Membership

The LYO invites all young musicians ages 7–20 to audition.

- Membership for any LYO ensemble is decided via audition for all members each year. Playing ability and balance of instrumentation are the determining factors in selection of members.
- LYO members are required to participate in their school instrumental music program on their instrument (orchestra or band). Home-schooled and students who attend schools that do not have a school band or orchestra are exempt.
- All members are required to take private music lessons.

Member Rules and Responsibilities

Respectful behavior is always expected. Requirements about safety protocols will be communicated regularly and posted on our website. Check the LYO website and your email for updates.

- Bring your music folder and a pencil to all rehearsals and performances.
- Serenade and Concert Orchestra members: to bring a wire stand to all rehearsals at the Pavilion.
- Do not arrive earlier than your listed arrival time. LYO staff needs this time for other activities.
- You must be seated on time at the start of rehearsal. Attendance is taken at the start of any published rehearsal or performance time. **IF YOU ARE NOT IN YOUR SEAT AND READY TO PLAY YOU WILL BE COUNTED ABSENT!** If you are late for any reason, check in with your Site Manager immediately upon arrival. Not checking in means you could be counted absent.
- **Email your Site Manager** at least ONE WEEK in advance of any known future absence. For day-of rehearsal emergencies or illness, **email your Site Manager** by 11 AM.
- No refreshments in rehearsal rooms or concert halls.
- No member is allowed to leave the area during breaks. However, students rehearsing at YPAS may go outside during breaks; stay within the YPAS parking lot.
- Music in the LYO folder is the responsibility of the player. Report missing music to your Site Manager. Repeated loss of music will result in being charged \$1.50 per page for lost copies.
- Always put your phone away. No electronic devices are permitted during rehearsal except for tuning.

Parent/Guardian Rules and Responsibilities

Unless the student drives independently to rehearsal, parents/guardians are expected to be on-site for member pickup at the end of rehearsals and performances. Members left waiting after activities are finished cost the LYO extra custodial fees and LYO staff members time.

Attendance Policy

To provide a quality musical experience, it is the responsibility of each and every member to:

- A. attend all rehearsals and performances
- B. be in their seats at the start of rehearsal time assessment
- C. have practiced and prepared the music between each rehearsal
- D. report absences in a timely manner

As a member of LYO, you are making a serious commitment to your orchestra/ensemble. The ensemble's success is dependent on regular attendance from **EVERYONE**. When you miss a rehearsal, not only are you missing important musical details, you are also creating a void in the ensemble that cannot be filled. It doesn't matter if you are sick, have an academic competition, on a school trip, or on vacation. If you're not there, you're not there. We do, however, understand that other important events and commitments on Sunday afternoons are going to occasionally happen. Therefore, we expect that each member will use their judgment wisely and honor their obligation to the LYO when making important decisions about other activities. With that in mind, the following guidelines will be enforced:

1. Every LYO member is permitted a maximum of **FOUR (4) ABSENCES** per season. Beyond this, members will lose their membership without a refund. **Mandatory** school band/orchestra performances (as opposed to elected/volunteer activities such as school musicals, pep band or non-required trips) which conflict with Sunday LYO rehearsals will NOT count toward your four absences.* A school performance absence form **must** be turned in to your Site Manager at least ONE week in advance for this exemption to be honored. You may not use an absence during an LYO dress rehearsal.
2. *If a member has at least one excused school performance absence, the maximum total number of absences they can have for the entire LYO season is five (5). After five, that member will lose their membership without a refund.
3. Every LYO member is allowed a maximum of **two (2) absences** per November and March concert cycles. Each member is allowed a maximum of **one (1) absence** in the December or April concert cycles. If you exceed those limits, you will not be permitted to play in that particular concert. You will still be able to participate in the remainder of the season.
4. **THE DRESS REHEARSAL FOR ANY CONCERT IS MANDATORY.**
5. Known absences must be reported to your Site Manager at least one week in advance **via email**. Day-of emergencies or illness should be reported to your Site Manager **via email** no later than 11 AM on the day of the missed rehearsal.
6. Two tardies count as one absence. A tardy means you are not in your seat by the written start time of your rehearsal **OR** you leave early. You need to commit to a full rehearsal in order to maintain a good attendance record. An absence or tardy will still go on your record even if you inform your Site Manager of the circumstances.

It is our hope that each member can participate in all of the concerts. If you know you will not be able to adhere to #3 or #4 for a particular concert, please let us know as early as possible so that we can make arrangements to cover your part if necessary.

Tours and Associated Costs

The LYO occasionally plans tours/retreats/educational activities for its members. Members involved will be assessed additional fees above the usual membership fees during these years. Limited scholarships may be offered for those members in need of assistance. No significant tours are planned in 2022-2023, but

several ensembles will perform additional short concerts in schools, community venues, or retirement centers.

Percussion Ensemble Rules

Percussionists are required to have their personal folder with them at all rehearsals and performances. All percussionists are required to assist with the moving of percussion equipment to/from concert locations. Any member who does not actively participate may be dismissed from the LYO at the discretion of the Music Director and/or Percussion Ensemble Conductor.

Concert Dress

The LYO follows a standard formal concert black dress code for concerts. Attire which detracts from the music is considered unacceptable. Students will be required to correct any violations before being allowed to take the stage for performance. **Deviation may result in a player not being allowed to participate in that performance.** Decisions in this regard are at the discretion of LYO staff. Please refrain from perfume, cologne, or scented aftershave.

Concert dress is expected to be worn at all dress rehearsals. This is a time when the LYO frequently takes professional photos or videos.

Formal Dress (Concert Black) for all ensembles:

- Nice black top – short/long sleeved shirts or collared dress shirts.
- Black dress pants or skirt. If worn, a dress or skirt must be at least knee-length when seated.
- Black dress shoes.
- No revealing attire will be permitted. No ripped/damaged clothing. No large words or symbols.
- No excessive jewelry or visually distracting accessories (unless requested by your conductor).

Informal Dress (only as requested): Designated LYO t-shirt and jeans, or as directed. No shorts or flip-flops.

Questions? Please contact your Site Manager first!

Horizons Winds/Brass, Repertory, and Symphony Orchestra Site Manager: lyosite1@gmail.com

Serenade, Concert Orchestra, and Percussion Ensemble Site Manager: lyosite2@gmail.com

LOUISVILLE YOUTH ORCHESTRA

P.O. Box 997 Louisville, KY 40201-0997

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Please sign and return the following slip along with your membership payment and forms.

✓ I have read the LYO 2022-2023 Student Handbook and I am committed to participating as outlined in the handbook.

Student Signature: _____

Student Name: _____ Ensemble: _____

✓ I have read the LYO 2022-2023 Student Handbook and agree that the above named student is committed to participating as outlined in the handbook.

Parent/Guardian Signature: _____