



MELBOURNE
YOUTH
ORCHESTRAS

Summer School 2024

Terms and Conditions, Application and Allocation Information

Updated: 11/6/23

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1.0 FEES AND PAYMENT

- 1.1 Payment in full is required upon submission of the online application. Ensemble places will be allocated and offers made in mid to late September 2023.
- 1.2 If for any reason you or your child cannot attend the program, please email myo@myo.org.au by COB Friday 1 December 2023 in order to obtain a refund of fees. A \$50 administration fee will be retained to cover administration costs.
- 1.3 In the event that the 2024 Summer School is unable to safely proceed due to health safety restrictions, MYO will refund all payments received.
- 1.4 Any withdrawals on or after 1 December 2023 will not be eligible for refund of fees.

2.0 APPLICATION AND ALLOCATION

- 2.1 An online application form must be completed by each person prior to participation in the 2024 Summer School program.
- 2.2 MYO reserves the right to alter the advertised standards of ensembles and repertoire dependent on the overall number and standard of the total enrolled participants in the 2024 Summer School.
- 2.3 All ensemble allocations will be made in good faith by MYO based on accurate information provided in the application form. All decisions made by MYO are final unless in exceptional circumstances.
- 2.4 If application numbers reach the maximum capacity for a given standard/instrument, MYO reserves the right to close applications early for a particular instrument or ensemble.
- 2.5 Allocations are made according to the overall cohort of applicants for Summer School. Prior attendance at MYO programs does not influence ensemble allocations.
- 2.6 The suggested AMEB Grade ranges for Summer School ensembles are a guide to the equivalent standard for applicants to be able to play the chosen repertoire of the ensemble at a suitable standard, with the expectation that applicants have accomplished the technical requirements of their instrument at the equivalent level.
- 2.7 Applicants are not required to have completed instrumental examinations and those who have completed examinations are not guaranteed of a position in their chosen ensemble/s, depending on the overall number and standard of Summer School applicants. MYO collects the grades and results of any exams applicants have recently taken on their given instrument/s in the most popular Australian music examination systems in an effort to most accurately assess and place all applicants in the best ensemble for their current development.
- 2.8 It is the responsibility of the applicant (and their parent, if the applicant is under 18 years of age) to ensure that all information provided in the application is correct and is an accurate representation of the applicant.
- 2.9 MYO reserves the right to exclude from the program any participant who, in the opinion of MYO, jeopardises the safety of others or does not adhere to the terms & conditions outlined in this document. Excluded participants will not be eligible for a fee refund.
- 2.10 MYO reserves the right to make changes to advertised ensembles in order to comply health and safety guidelines. The number of ensembles and students on campus will be determined by MYO to ensure the safety of all participants and staff.
- 2.11 In the event that MYO is unable to allocate an applicant within their preference due to ensemble balance or rooming restrictions, the applicant is eligible to a full refund.



3.0 HEALTH AND SAFETY

- 3.1 All enrolling participants are required to notify MYO of any pre-existing medical conditions through the online application form. For specific cases, MYO may request additional information. Information contained will be kept confidential and will only be divulged in the event of a medical emergency to first-aid or professional medical personnel.
- 3.2 By enrolling in a MYO program, participants authorise MYO in the event of an injury or illness occurring during activities, to obtain on behalf of the member and at the members expense, any medical treatment as may be considered appropriate by MYO.
- 3.3 Participants are expected to behave appropriately at all times, treating all fellow members and staff with respect, understanding that bullying, physical or verbal, or other types of abuse are considered unacceptable by MYO and will result in dismissal from Summer School with no refund payable.
- 3.4 Participants of all ages must refrain from consuming alcohol immediately prior to or during the 2024 Summer School activities. Any member found to be in possession of or affected by illegal drugs, including alcohol, will be instantly dismissed from Summer School.
- 3.5 MYO does not provide insurance for performing members or their instruments but does carry Public Liability Insurance.
- 3.6 Participants under the age of 18 must remain within the venue grounds during all rehearsals, tutorials and concerts unless prior written permission is supplied to MYO. MYO will advise in advance members' dismissal times and locations.
- 3.7 Participants under the age of 18 who travel from MYO activities with a parent/guardian must be collected promptly after MYO activities. MYO's official duty of care begins thirty (30) minutes before the designated start time (9:00am) and concludes thirty (30) minutes after the designated finish time (3:30pm). MYO takes duty of care responsibilities seriously and will remain onsite until each participant has been collected. Please ensure that MYO staff are advised via mobile (0417 124 486) should delays prevent you from collecting your child on time.
- 3.8 All participants, parents, volunteers and staff (including tutors and conductors) must abide by the MYO Child Protection Policy, Code of Conduct and Procedure.
Any person found to be contravening this policy will be immediately dismissed from the 2024 Summer School.
MYO Child Protection Policy, Code of Conduct and Procedure can be found at <https://myo.org.au/about/policies-and-procedures/>

4.0 MEDIA/IMAGE CONSENT

- 4.1 By enrolling in the 2024 Summer School, all participants consent to MYO filming, recording and/or photographing groups and/or individuals for promotional, marketing and other purposes associated with the program.
- 4.2 This material may be used in a variety of ways including future publications, on the MYO website, or in concert programs or information booklets. In addition, these images may also be used to advertise MYO events and activities. Participants will not be identified by name.
- 4.3 By enrolling, participants agree and permit MYO to use any footage, recording, image or likeness and that MYO has no liability or obligation of any nature to make payments at any time in respect of the footage, or any literary, dramatic, musical works or sound recordings created by the member in the course of their participation with MYO.



- 4.4 Participants consent to MYO using, reproducing, exhibiting, editing, adapting, compiling with other works or materials, transmitting, broadcasting, publishing and distributing any original works or images in any media and any territories at its discretion. Participants agree that ownership of any intellectual property and all works derived from, or created during the program, vests with MYO.
- 4.5 Participants who are 18 years of age or over, and do not wish their image to be used for promotion or publicity purposes, must notify the MYO office in writing by COB Friday 8 December 2023.
- 4.6 Parent/Guardians of participants who are under 18 years of age who do not wish their image to be used for promotion or publicity purposes, must notify the MYO office in writing by COB Friday 8 December 2023.

5.0 MUSIC

- 5.1 All MYO participants shall exercise respect for the property of others, including all materials loaned to them by MYO.
- 5.2 Music used by MYO ensembles is obtained from various sources, including the MYO library, lending institutions, or hired from commercial sources. Irrespective of origin, all music must be treated with care, as others will use it in the future.
- 5.3 If any participant misplaces or damages music, replacement costs will be charged, payable to MYO (usually \$30 to \$70 per item). Costs may also be on charged where hired music is returned late.
- 5.4 Participants should use only original parts in performance or the supplied photocopies when authorised by MYO.
- 5.5 All practice parts supplied by MYO must be returned and will be destroyed after the performance has finished, as per copyright requirements.

6.0 INSTRUMENTS AND PERSONAL BELONGINGS

- 6.1 With the exception of percussion, piano and keyboard, participants are expected to provide their own instruments. All participants are expected to provide their own music stand. Percussionists are required to bring their own set of sticks for personal use in ensembles. Amplifiers are provided for jazz programs. Drum kits are provided but participants need to provide cymbals, clutch and sticks unless by prior arrangement with MYO.
- 6.2 All Wind and Brass participants are required to adhere to the instrument clearing and cleaning instructions.
- 6.3 Participants are responsible for ensuring the care of their own instruments during MYO activities and MYO strongly advises participants to insure their instruments against loss/damage.
- 6.4 MYO does not accept responsibility for damage to instruments or belongings at MYO activities or during transport to and from MYO activities.
- 6.5 MYO recommends minimising the number of valuables brought to Summer School as MYO accepts no responsibility for any damage to or loss of property.