

## 2024-2025 Student Handbook

Adopted July 1, 2024

The mission of the Louisville Youth Orchestra is to fuel the passion and growth of young musicians through extraordinary musical experiences.

### School Participation Policy

LYO students are required to participate in their school orchestra or band program if they are eligible. A case-by-case appeal process is available for student who are not able to participate in their school program. To begin this process, please email Loren Pascua, Student Experience and Operations Director, at [loren@lyo.org](mailto:loren@lyo.org).



### Private Lesson Policy

Private lessons are REQUIRED for LYO Students (except for students participating in any pre-Serenade strings programs).

Private lesson study is crucial for the development and growth of students. LYO leadership can help connect LYO students with qualified private lesson instructors who provide lessons in a range of financial commitment. Community support is available for students seeking private lessons that demonstrate need for financial assistance.

### Video/Picture Release and Privacy Policy

Participation in LYO assumes parent/guardian and student consent to appearing in photography, videography, streaming, social media posts and other forms of promotional media. Specific requests to refuse consent should be emailed to Loren Pascua, Student Experience and Operations Director, at [loren@lyo.org](mailto:loren@lyo.org).

### Special Accommodations

LYO is committed to providing equitable access to music education. Values related to diversity, equity, inclusivity and access are guiding principles. In rare occurrences, it may be determined that LYO staff and personnel are not trained and/or equipped to provide special accommodations to individual students that interfere with LYO's mission of providing an extraordinary musical experience in the group environment.

### Attendance Policy

Consistent attendance in rehearsals and performances is essential for ensemble and individual success.

- Student with 2 or more unexcused absences in a concert cycle will be removed from the performance.
- Absences may be excused for academic, musical, medical or family reasons. Absences must be communicated no less than two (2) weeks prior to the absence by completing the Excused Absence Request Form.
- Late arrival to rehearsal or performance (tardy), will be recorded as a half (.5) absence.
- Parents/Guardians and/or students shall make a good faith effort to communicate illness that results in absence. Good faith effort is defined as providing LYO staff as much notice as is reasonably possible.
- An unexcused absence at dress rehearsal will result in a student being removed from the performance.
- An unexcused absence at a concert may result in a student being dismissed from LYO without refund.

## Rehearsal Expectations

- Students should arrive no less than fifteen (15) minutes prior to rehearsal start time.
- Students should be warmed up and prepared to play no less than five (5) minutes prior to rehearsal start time.
- Students should take care of personal needs (restroom, snacks, etc.) before or after rehearsal, except for stated group breaks. Students should refrain from leaving rehearsal for any reason except for emergency circumstances.
- Students are expected to bring their instrument, related equipment (mutes, shoulder rests, etc.), necessary music, and rehearsal aides (i.e. sharpened pencil) to all rehearsals and performances. Students whose ensemble rehearse at St. Matthew Pavilion are also required to bring a folding stand.
- Percussion students are expected to share in the responsibility of moving and maintaining all percussion equipment. In some cases, percussion students are required to meet outside of state rehearsal times to prepare percussion equipment for performance. This is a customary aspect of life as a percussion musician.

## Parent/Guardian Expectations

- Except for students who drive themselves, parents/guardian are expected to pick up students promptly at the stated end time of rehearsal. LYO staff are not equipped to monitor students after rehearsal.
- Each student will be provided with a folder and all necessary music. Loss of music will result a \$25 replacement fee.
- Email is the primary source of internal communication within LYO. Parents/Guardians are expected to read email communication and respond as necessary. Parents/guardians who do not regularly check and read their email, may struggle to stay up to date on LYO happenings.
- Optional non-rehearsal activities, tours and/or social opportunities may be developed for student enrichments. These activities may include additional fees which are a parent/guardian responsibility.
- All LYO rehearsals are closed to the public unless notified otherwise. Guests must obtain permission to observe rehearsal by emailing Loren Pascua, Student Experience and Operations Director, at [loren@lyo.org](mailto:loren@lyo.org).

## Concert Attire

- Student must provide their own concert attire for all performances. Students will wear all black (with black socks) of a dressier nature (i.e. no black sweatpants, leggings, t-shirts, etc.)
- Student will be providing the opportunity to purchase a LYO branded t-shirt to wear for the late April Pops Concert.

## Communication

All student and parent communication should be directed to Loren Pascua, Student Experience and Operations Director, at [loren@lyo.org](mailto:loren@lyo.org). Regular updates for all LYO Ensembles are sent weekly, typically on Friday afternoons.

## Acceptance

Student participation in LYO assumes acceptance of this 2024-2025 Student Handbook. Parent/Guardian acceptance of this Handbook is assumed upon payment of tuition or acceptance of any need based tuition assistance.

Any questions or concerns should be addressed prior to participation by emailing Loren Pascua, Student Experience and Operations Director, at [loren@lyo.org](mailto:loren@lyo.org)