Leicester-Shire Schools
Music Service

Abington House, 85 Station Road, Wigston, Leicestershire, LE18 2DP
Tel: 0116 3050400 Email: lsms@leics.gov.uk

11 April 2016

STILL PLACES AVAILABLE – EXTENDED DEADLINE – FRIDAY 29 APRIL 2016

Dear Colleague,

Leicester-Shire Vocal-Ease
SUMMER FESTIVAL
Massed Choir Performance Opportunities for School Years 4, 5 & 6
Tuesday 21st & Thursday 23rd June 2016

Leicester-Shire Schools Music Service are delighted to offer schools an opportunity to participate in a massed choir evening performance at the De Montfort Hall on either **Tuesday 21st June or Thursday 23rd June** at 7:00pm.

Massed Choir opportunities are part of the Leicester-Shire Vocal-Ease programme (Phase 3). For more information on this programme (including Phase 1 and 2) please visit our website at www.leicestershiremusichub.org

The massed choir will be performing ***Aspiration Generation*** - commissioned by LSMS in 2012, this choral work from Alan Simmons was written especially for an Olympic year. The piece is about the hopes, dreams and aspirations of young people today. It is particularly suitable for children in schools years **4, 5 & 6** and will be conducted either by Gillian Ramshaw or Nicola Atkins. The performance will be for approximately 20 minutes.

The De Montfort Hall massed choir concerts are very popular and there is usually a high demand for choir places. We know that schools have other commitments at this time of year **and so we ask that interested schools give very careful consideration to all the commitments listed below and ensure that they are able to meet all the criteria, before applying:**

The system of allocation of places is explained below. **Please note that applications must be received by Friday 22nd April 2016.**

Participation in the concert will involve certain commitments from schools which are outlined below.

Schools Commitment: Schools must be able to:

- Be able to provide **one class sized** choir group (it may be possible to accommodate larger groups depending on the number of schools applying – see application form)
- Be able to timetable **5 x 1 hour** rehearsals in your school
- Be able to attend **1 x Massed** rehearsal **at Holy Trinity Church, Regent Road, Leicester** on **MONDAY 20th JUNE - Exact Time tbc.**
- Be able to attend **1 x Massed rehearsal on the morning of the concert** at the De Montfort Hall.
- Return to the Hall for the evening performance by 6.30pm
- Be able to pay a Participation Fee: £155.00 (**includes words and a CD**)
- Be able to attend a planning meeting on Wednesday 4th May 4.30 – 5.30pm*
- Be able to pay their own transport costs to and from massed rehearsals and performance: (potentially 4 journeys)
- Schools will also need to purchase T. Shirts for their choir group at an estimated cost of £1.70 each
- Will be able to ensure adequate staffing for the massed rehearsals and concert

CONTINUED…

Supported using public funding by
Department for Education | Arts Council England | ARTS COUNCIL ENGLAND
Leicester-Shire Music Education Hub
Leicestershire County Council
Leicester City Council
MUSIC Mark The UK Association for Music Education

LSMS will provide:

- Planning and preparation for the Phase 3 Vocal-ease programme to include:
- 5 x 1 hour rehearsals in your school with a specialist choral teacher
- A specialist choral teacher to lead massed rehearsals and conduct the choir at your concert
- Provide help and support with Music and administration queries
- Allocate *approximately* 20 minute performance time in the concert
- Lead a planning meeting to provide teachers with as much information as possible prior to the rehearsals commencing and agree your in-school rehearsal dates
- Order performance T-Shirts on your behalf
- Invoice the schools for participation fee (including the cost of the music materials) and T.Shirts

ALLOCATION OF PLACES

Not all schools will see this information at the same time and so selecting schools on a first come, first served basis is not a fair means of selection. Places will be allocated as outlined below:

- Schools are asked to return applications by **FRIDAY 29 APRIL** either **by email, (if signed by the Head teacher and scanned), or post. NB. Forms must be signed by your headteacher.**
- **Telephone applications cannot be accepted.**

schools will be notified by TUESDAY 3RD MAY by email or telephone whether they have been successful or not (Schools MUST provide us with an appropriate **school** email address on the attached form for this purpose as email is the most likely way that we will contact you.) ***PLEASE NOTE THAT THIS WILL BE VERY SHORT NOTICE FOR THE PLANNING MEETING TO BE HELD THE FOLLOWING DAY.***

- In the event of **over subscription**, **the names of all schools will be put into a hat and drawn out,** as this is the fairest way to allocate places.
- Those schools that cannot be offered a place will be put on a reserve list and will be notified if any vacancies arise.

ACCEPTED SCHOOLS

*****There will be a planning meeting for **accepted** choir schools as detailed below:

Planning Meeting: Wednesday 4th May 4.30pm – 5.30pm at Abington House, Station Road, Wigston, Leicester LE18 2DP (We are based on the Guthlaxton College Campus).

It is **essential** that a member of staff from each school attend this meeting to agree area rehearsal dates and other project details. Music will also be given out at this meeting. **Please ensure that the person attending the meeting has prior knowledge of other important school commitments. Once the area rehearsal dates are agreed at the meeting, it is very difficult to change them.**

All the area rehearsals will start in the **week beginning 9th May** and schools will need to be prepared to start rehearsing from this date.

Interested schools are asked to give maximum date availability and should complete the application form attached indicating their preferred first and second choice and return it to Melanie Cahill, no later than **FRIDAY 22nd APRIL 2016. Please note that if you only tick one date, that will not guarantee you that date if you are successful, so please give maximum availability.**

We look forward to receiving your application.

Yours sincerely

Melanie Cahill
Senior Business Support Officer / Performance Team

LEICESTER-SHIRE SCHOOLS MUSIC SERVICE
SUMMER FESTIVALS
DE MONTFORT HALL – SUMMER 2016

FOR SCHOOL YEARS 4 / 5 & 6

APPLICATION FORM

- MY SCHOOL WOULD LIKE TO TAKE PART IN THE ***SUMMER FESTIVAL 1*** AT THE DE MONTFORT HALL ON **TUESDAY 21st JUNE** - **SUBJECT TO AVAILABILITY**. ☐

- MY SCHOOL WOULD LIKE TO TAKE PART IN THE ***SUMMER FESTIVAL 3*** AT THE DE MONTFORT HALL ON **THURSDAY 23rd JUNE** - **SUBJECT TO AVAILABILITY**. ☐

Please indicate 1st and 2nd choice in the box

NAME OF SCHOOL …….

ADDRESS ……

……..

SCHOOL EMAIL *** ……. SCHOOL TEL NUMBER……

CONTACT TEACHER ……..

*****PLEASE PROVIDE US WITH A SCHOOL EMAIL ADDRESS as this is the most likely way that we will contact you.**

NUMBER OF CHOIR PLACES REQUESTED (one class size initially) ……

IDEAL NUMBER OF PLACES IF POSSIBLE ……

IF MY (Confirmed) SCHOOL CHOIR NUMBERS DROP I WILL BE ABLE TO PROVIDE RESERVE SINGERS TO SUSTAIN THE NUMBER OF PLACES REQUESTED

I UNDERSTAND THAT THE PARTICIPATION FEE FOR THE PROJECT WILL BE £155.00 (SEE SCHOOL COMMITMENTS) AND THE COST OF T.SHIRTS @ ESTIMATED COST OF £1.70 EACH. IF MY SCHOOL WITHDRAWS AFTER WRITTEN CONFIRMATION OF ACCEPTANCE FROM LSMS, I UNDERSTAND THAT I WILL BE LIABLE FOR PAYMENT OF THESE COSTS.

PLANNING MEETING: ***Wednesday 4th May 4.30pm – 5.30pm at Abington House, Station Road, Wigston, Leicester LE18 2DP (We are based on the Wigston College Campus – formerly Guthlaxton College).***

A MEMBER OF STAFF WILL BE ABLE TO ATTEND THE PLANNING MEETING.

SIGNATURE OF HEADTEACHER ……DATE …….
(or the signature of the person designated by the Headteacher with the authority to make the financial and staffing release commitments for this project on behalf of the school).

PLEASE PRINT NAME ……..

PLEASE RETURN THIS FORM TO MELANIE CAHILL, SENIOR BUSINESS SUPPORT OFFICER, NO LATER THAN FRIDAY 29 APRIL 2016 by either email or post. email: melanie.cahill@leics.gov.uk Post: ABINGTON HOUSE, 85 STATION ROAD, WIGSTON, LEICESTER LE18 2DP.
PLEASE NOTE THAT LSMS DO NOT HAVE A FAX MACHINE ANYMORE.