Music for All National Festival
Event Decorum Rules

March 19 - 21, 2009 • Indianapolis, Indiana

Music for All

BANDS OF AMERICA

Orchestra AMERICA

YAMAHA
National Presenting Sponsor

2009 MUSIC FOR ALL NATIONAL FESTIVAL

WELCOME TO THE 2009 MUSIC FOR ALL NATIONAL FESTIVAL!
We are delighted and honored to have you as a participant in the finest festival presentation of high school ensembles in America. Over its 18-year history, the Music For All National Festival has been renown for its excellence in performance and in atmosphere. To continue that tradition, we have sought and made available only the finest accommodations and services in Indianapolis.

The Festival is entirely accommodated by three hotel properties, the Indianapolis Marriott Downtown, the Omni Severin, and the Hyatt Regency Indianapolis. We want you to join us in making sure that our use of these properties is well received and the Festival and its participants are regarded as professional and valued.

Because so many groups are coming from various standards of decorum and discipline, we would like to offer the following suggestions to you and your students. We specifically encourage you to review these items with your chaperones and with your students before you arrive in Indianapolis.

IMPORTANT – Chaperone Meeting
We require that at least one adult representative/chaperone from each participating ensemble meet with us. A Chaperone of any ensemble housed in the Marriott or Hyatt arriving on Wednesday should meet with us in the Marriott Hotel in the Colorado Room at 9:00pm, any chaperones arriving after 9:00pm Wednesday should meet with us in the Lincoln Room of the Marriott Hotel Thursday at 3:00pm. A chaperone of any ensemble housed in the Omni should meet with us Thursday at 3:30pm in the McClellan room on the 2nd Floor at the Omni. If your ensemble's Festival schedule is in conflict with this meeting, please stop by the Festival Headquarters – Denver Room - at your convenience after the Opening Session.

HOTEL DECORUM – In General
Because we want the Music For All National Festival experience to be the finest experience possible, we have selected the highest quality hotel for our participants. Prior to arrival, it is a good idea to discuss with your students the type of decorum necessary at the Festival Hotels. The Music For All National Festival is a special and different level of event than most student activities. Please observe and share the following details with your students and chaperones.

1. We request that groups of students be careful not to block passageways or other open areas by sitting on the floor needed for smooth flow within the hotels. Like most high school age students, it is normal for them to congregate on the floor in a group and talk, etc. We ask that students avoid doing this in the general, open areas of the hotel.

2. As a general rule, please advise your students to speak at a normal voice level and avoid calling out in a raised voice. It is possible that meetings might be in progress in the immediate area. More importantly, not everyone in the hotels is with our group and other guests must be able to go about their business without any disturbance.

3. Ask your students to take caution at elevators and the bottom of the escalators by stepping away immediately from elevator doors and the bottom of escalators. Elevators, in large hotels during large volume times, are in great demand. Please ask your students not to make frivolous trips on elevators and not to use them as "entertainment" features. MFA has made arrangements for the stairwells of the lower floors to be unlocked. Students sleeping in rooms on these floors should consider using the stairs instead of the elevators during peak times.

4. Please ask your students not to wear pajamas and slippers to their meal functions. In regard to meals, students are not allowed to order pizza and meals to their rooms. Food and pizza are also not allowed in meeting rooms of the hotel unless ordered from the hotel. Hotel meeting rooms are quite expensive and need time to set before the next function. If a room is used without our knowledge, your group will incur the charges.

5. The Festival Hotels have swimming and workout facilities. It is your decision whether your students are allowed to use these facilities. Please note that a lifeguard is NOT on duty and it is necessary that a chaperone must accompany students at any and all times your students are permitted to use these facilities. MFA and the Festival Hotels assume no liability for student use of the hotel facilities.

CHAPERONING – Student General Behavior

Control and monitoring student behavior is the responsibility of participating directors and chaperones. Because participants come from so many backgrounds and levels of expectations, we offer the following suggestions for student conduct for your consideration. These are some of the rules for behavior and conduct applicable to members of the Honor Band, the Honor Orchestra and the Jazz Band of America.

1. Students should not be permitted in the room of a member of the opposite sex at any time or for any reason. If your students are separated boys and girls by floor (unlikely due to the demand for room space), members of the opposite sex should not be permitted on the floor of the other sex. If they are separated by section of a floor, the same rule should be expended to that section where practicable.

2. Curfew times should be established. We suggest room curfews 30 minutes after the last scheduled Festival or band activity (in many cases, this time will need to be flexible based upon your arrival time back from events). We suggest "lights out" 30 minutes after the room curfew.

3. No room switches should be permitted. For safety and emergency reasons, MFA and the hotel should have reliable information on the assigned and actual location of student rooms.

4. Student room safety: Students should be instructed to lock, bolt and safety chain rooms securely for the night. At this time no one should be permitted to enter a room except a chaperone or director. Students should be instructed never to open the door without asking the person who knocked to identify him/herself.

5. Consider restricting use of room phones for outside calls or after curfew. Credit and calling card calls are permitted, but MFA has restricted long distance service in participant rooms.

6. Instruct students not to take towels or any other souvenir from the rooms. You will have to pay for them and any damage done to a sleeping room.

7. Prohibit your students from ordering room service or any other outside meals. We have included good and sufficient meals in each festival package. Movies and similar services have been restricted. Nevertheless, you should instruct your students not to use or order such services.

8. Instruct your students not to play instruments in sleeping rooms.

9. Keep doors locked at all times. Each student has a key. The room number should be memorized and kept separate from the key. Replacement keys can be made at the front desk, but will be done so only after presentation of proper identification.

10. Check each room (chaperone or director) before check-in and check-out. Any damage will be assessed to the occupants of that room.

FESTIVAL ETIQUETTE – Concert Audience Etiquette
The Music For All National Festival is the premier event of its kind. Audience conduct, consistent with that expected at orchestral and other classical concerts is expected. We offer the following considerations:

1. Instruct your students to always be courteous to other members of the audience. They should emulate the same standards of conduct that they expect and anticipate for their own performance.

2. Plan to arrive on time. Our Festival schedule is tight. Plan, as best as possible, to be early (on time) for concert audience time. Students should be in seats when the concerts begin.

3. If you arrive late, wait until a break occurs in the program or you are instructed to enter by ushers. Then, move quickly and quietly to your seat. Never change seats or leave the hall during a musical number.

4. Do not talk while the music is being performed or the Master of Ceremonies is addressing the audience. Save comments until the composition is completed. Students should be reminded that others in the audience have come to listen and enjoy the program.

5. It is appropriate to applaud the conductor as he/she comes to the podium at the beginning of a concert, and after each time the conductor returns to the podium (should he/she leave the stage during the performance).

6. It is appropriate to applaud after each musical selection. Even though you may not have personally enjoyed the music, be polite and recognize the performers for their efforts.

   Exceptions to the applause rule:

   A. In American concert performances, it is *not* customary to applaud between movements of any one selection. For extended musical works with more than one section or movement, you should hold your applause until all sections/movements are completed. A clue to appropriateness: when in doubt, do not applaud until the conductor lowers his/her arms and turns to the audience (or steps from the podium) for recognition.

   B. In formal concert presentations, do not applaud a soloist until the complete composition is finished.

C. In a jazz or contemporary pop concert, it is appropriate to recognize the soloist immediately following the solo while the music continues.

7. Do not bring food or drink into the concert hall. Keep refreshments in the lobby area.

8. Following the concert, take your program with you. Do not leave it under your seat or in the aisle.

9. Comply with MFA's Festival dress code. Jeans are never appropriate at a concert or other Festival activity. The only exception is the Student Social Thursday evening. Friday's Jazz Band and Honor Orchestra concerts and Saturday's Honor Band and Honor Orchestra concerts are more dress-up affairs. The Awards Banquet on Saturday is semi-formal.