

/

ORCHESTRA MEMBERSHIP

# TERMS AND CONDITIONS

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## NEW MEMBERS

### AGE LIMITS / GENERAL RULES

- Applicants for CBOI must be 13 years of age by 1<sup>st</sup> January in the year of joining the CBOI.
- Adult members are for tour purposes considered to be those aged 21 years or over.
- CBOI also considers applications from accomplished adult musicians who would value the exceptional rehearsal and performance opportunities provided by the CBOI. All adult orchestral instrumentalists may apply.
- Applications must be made through our websites [www.cboi.ie](http://www.cboi.ie) or [www.peaceproms.com](http://www.peaceproms.com)
- **Applications for the new season close at the end of June annually.**

\*CBOI reserves the right of admission under all circumstances.

\*CBOI reserves the right to make exceptions to age limits and regulations.

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## GENERAL CONDITIONS

Applicants who are offered a place in the CBOI, must:

- Read and accept all Conditions of Membership on the members' portal on the website [www.peaceproms.com](http://www.peaceproms.com)
- Complete the Medical & Special Diet Forms on the members' portal
- Upload your most recent exam results to the members' portal
- Upload your passport to the members' portal
- Pay the annual Administration Fee of €100 (€150 for families).

## AUDITIONS

- All new applicants will be auditioned by video submission. If there are an exceptional number of applicants for places, existing members may also be auditioned and places awarded accordingly.
- **AUDITION REQUIREMENT:** Two contrasting pieces (preferably of contrasting tempo) at the appropriate level e.g. If you are auditioning for 1<sup>st</sup> Violins, you should play two Grade 8 pieces.
- Applicants must meet the minimum standard requirement (below), and ensure they can commit to the schedule of rehearsals and concerts.

**AUDITION REQUIREMENT:** Two contrasting pieces (preferably of contrasting tempo) at the appropriate level e.g. If you are auditioning for 1<sup>st</sup> Violins, you should play two Grade 8 pieces.

## REQUIRED MINIMUM STANDARD

1 <sup>st</sup> Violin, 1 <sup>st</sup> Flute, 1 <sup>st</sup> Oboe, 1 <sup>st</sup> Trumpet, 1 <sup>st</sup> Trombone	Minimum requirement is Grade 8 with Honours from RIAM or merit from ABRSM
2 <sup>nd</sup> Violin, 2 <sup>nd</sup> Flute, 2 <sup>nd</sup> , 2 <sup>nd</sup> Oboe, Trumpet, 2 <sup>nd</sup> Trombone, 1 <sup>st</sup> Clarinet, 1 <sup>st</sup> Bassoon	Minimum requirement is Grade 6 with Honours from RIAM or merit from ABRSM
3 <sup>rd</sup> Violin, 3 <sup>rd</sup> Trumpet, 3 <sup>rd</sup> Trombone, 2 <sup>nd</sup> Clarinet, 2 <sup>nd</sup> Bassoon	Minimum requirement is Grade 5 with Honours from RIAM or merit from ABRSM
Cello, Double Bass, Tuba, Saxophone, Percussion	Minimum requirement is Grade 5 with Honours from RIAM or merit from ABRSM
Harp	Minimum requirement is Grade 5 with Honours from RIAM or merit from ABRSM
Piano	Minimum requirement is Grade 8 with Honours from RIAM or merit from ABRSM

\*CBOI reserves the right to make exceptions to minimum standard requirement.

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## OUTLINE SCHEDULE

OUTLINE SCHEDULE	DETAILS	VENUE
August	5 day workshop	Workshops and rehearsals are held at Coláiste Chu Chulainn, Dundalk, Co. Louth.
September to January	Rehearsals on 3 Sundays per month from 12:00 to 4.30pm	
Mid-January to Mid-March	Up to 20 Arena concerts are held over 5 or 6 weekends (up to four concerts per weekend including a matinee and evening concert on Saturdays and Sundays).	RDS Dublin, SSE Arena Belfast, SETU Sports Arena, UL Sports Arena, and other
Mid-March – August	Break to facilitate members doing College, A Level, GCSE, Leaving Cert and Junior Cert exams	
Mid-term breaks / school holidays	If an international concert tour is planned, it will take place during mid-term breaks or school holidays.	

## COSTS FOR NEW MEMBERS

- Tuition at all workshops and rehearsals is provided free of charge.
- The annual administration fee is €100 per member or €150 per family. Payable in advance of August workshop.
- Members pay all of their own costs in relation to orchestra uniform, and travel and subsistence for our annual Ireland/UK Peace Proms Tour. Costs include flights (Liverpool if applicable), coach transport, hotel accommodation and food. The total is approximately €500 per year. PLEASE NOTE: Members may choose to book everything through CBOI or they may make their own travel and subsistence arrangements.
- CBOI uniform - approximate cost €80
- iPad/Android: CBOI no longer uses sheet music. Every member must have an iPad or an android device to download their music to. iPads/Androids are used for all rehearsals and concert.

CBOI BANK ACCOUNT  
BANK OF IRELAND: **Clanbrassil St. Dundalk, Co. Louth**  
ACCOUNT NAME: **Cross Border Orchestra of Ireland Ltd**  
ACCOUNT NO: **94558979**  
NATIONAL SORT CODE: **903365**  
IBAN NO: **IE67BOFI90336594558979**  
SWIFT CODE: **BOFIE2D**

\*Please state the name of the member on the transfer and details of the payment e.g. Anna Smith, membership, IRE Tour, US Tour etc

\*Please email proof of payment to [cboisharon@gmail.com](mailto:cboisharon@gmail.com)

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## EXISTING & RETURNING MEMBERS

### GENERAL CONDITIONS FOR EXISTING / RETURNING MEMBERS

All existing / returning members must re-apply / re-register for every season through our members' portal. Members should:

- Re-apply / re- register on the members' portal in advance of the August workshop (by the given deadline)
- Pay your Annual Subscription of €100 per person or €150 per family by bank transfer in advance of the August workshop
- Read and accept all Conditions of Membership on the members' portal
- Complete the Medical & Special Diet Forms on the members' portal
- Upload your most recent exam results to the members' portal
- Upload your passport if necessary to the members' portal
- Pay your IRE/UK Tour costs in advance of the August workshop

## ALL MEMBERS – TERMS AND CONDITIONS

### AUDITIONS

- All new applicants will be auditioned by video submission. If there are an exceptional number of applicants for places, existing members may also be auditioned and places awarded accordingly.
- AUDITION REQUIREMENT FOR NEW APPLICANTS: Two contrasting pieces (preferably of contrasting tempo) at the appropriate level e.g. If you are auditioning for 1<sup>st</sup> Violins, you should play two Grade 8 pieces.
- Members may be auditioned at intervals to ensure they are placed correctly within the Orchestra. These auditions will take place in order to ensure balance in orchestral sections. Members will be notified if these auditions are taking place.
- New, returning, existing members may be auditioned prior to international tours.
- Any attempt to influence the outcome of auditions will disqualify the applicant.
- If a new leader is being appointed, members of the violin sections may audition.
- Leaders are ordinarily appointed for one season in the first instance. \*The CBOI reserves the right to make exceptions to this rule

### AVAILABILITY AND COMMITMENT

The strength of the CBOI has been in the dedication and commitment of our members and families, this is something we value greatly and must strive to maintain. We congratulate the huge number of our members who have 100% attendance at all rehearsals, workshops and concerts each year! This has resulted in the extremely high performance standard of our Orchestra.

- Players will not receive permission to be absent on any day or for any part of a rehearsal, workshop, course or tour.
- Orchestra members are given ample notification of the schedule of rehearsals, workshops and concerts, including rehearsals on the day of a concert. CBOI reserves the right to make changes to dates if necessary. Players are asked to carefully consider the schedule before confirming their availability.
- Members who have **4 absences** from rehearsals / performances / workshops, without relevant medical certification will lose their place in the CBOI.
- If you miss more than **1 hour** of a rehearsal/workshop or performance, this is deemed an absence.
- If players cannot commit to the full schedule of rehearsals, workshops, performances and tours, **they should not apply to join/re-join the CBOI.**
- Members who break their commitment, may lose their place in the CBOI permanently.
- SPECIAL CONCESSIONS 1 – Members in a Senior Exam Year: All members are expected to participate in every concert without exception. However, if you are in a **SENIOR EXAM YEAR**, and feel you need a slightly reduced rehearsal schedule, please contact us directly, in advance of the New Season. We will try to facilitate you as best we can. If we do not hear from you in advance of the New Season, we will presume you have considered the schedule and are able to fully commit to all workshops, rehearsals, concerts and concert tours.
- SPECIAL CONCESSION 2 – Musicians Who Have Been a Member of CBOI For 10 Years or More: Musicians who have been fully committed members of the CBOI for 10 years or more and who have extenuating circumstances but wish to remain in the CBOI, may request a slightly reduced rehearsal schedule. These members should contact us directly in advance of the New Season. These members must commit to the full performance schedule.
- SPECIAL CONCESSION 3 – International Members / Members Studying Abroad: Musicians who have been fully committed members of the CBOI and who are studying abroad but wish to remain in the CBOI, may request a reduced rehearsal schedule but should aim to attend at least 1 rehearsal per month. These members should contact us directly in

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advance of the New Season. These members must commit to the full performance schedule. \* Special arrangements to join rehearsals via zoom can be made for International Members / Members Studying Abroad.

- **SPECIAL CONCESSION 4 – Adult Members:** The CBOI accepts members from all over Ireland and Northern Ireland. Although the majority of members are between the ages of 13 and 24 years, we also consider applications from accomplished adults who would value the exceptional rehearsal and performance opportunities provided by the CBOI. All adult orchestral instrumentalists may apply. New applicants should be in a position to join from August of each year. The CBOI reserves the right to make exceptions in all cases.

**PROTOCOL FOR UNAVOIDABLE ABSENCES:** Details must be sent in advance, giving as much notice as possible to [cboisharon@gmail.com](mailto:cboisharon@gmail.com) Please include your reason for absence and a Doctor's Certificate where appropriate.

## REHEARSAL AND PERFORMANCE

- Members must accept rules concerning group discipline while under rehearsal and performance or in residence. These are based on common sense, safety, consideration for others and the requirements of performance.
- Members perform in public as members of the orchestras at the discretion of the CBOI. Where they are not up to standard for any reason during the courses, they may be sent home. The decision of the management will be final.
- Mobile phones must be **fully switched off during all rehearsals** and should never be brought on stage.
- High caffeine drinks like Red Bull, Monster etc are completely banned. Soft drinks and sweets are banned during rehearsals and performances and intake should be very limited at all other times.
- Players must have their music printed off, in order inside a protective folder and bring a soft pencil for marking music and erasers at every rehearsal.
- The policy of the CBOI is to conduct closed rehearsals. No-one is permitted to attend rehearsals without invitation. CBOI will ask anyone without an invitation to leave.
- All players are expected to be able to work during rehearsals and to perform to the highest level.

### All Members must:

- Sign a registration book/sheet on arrival at rehearsals/concerts/events
- Always make sure a member of staff is informed if they are unable to attend an individual rehearsal/event or will be late\* for any reason.
- Submit forms for CBOI membership/medical information/dietary information etc. which have been signed by their parents/carers to the office by the relevant deadline in advance of attending rehearsals/events
- Be aware of the physical boundaries of the property where the rehearsal/workshop takes place and never leave them without permission from a member of staff during the course. At rehearsal workshops at break times there is the opportunity for members to go to the local shop. This is unsupervised and members who have permission to go are advised to go in pairs. Parents who do not want their child to go to the shops may opt out of this activity by advising CBOI Management in writing.
- Not consume alcohol, drugs, smoke or vape while participating in rehearsals, workshops, concerts or events of any kind.
- Not engage in rough play or use inappropriate language
- Any more than an hour late to rehearsal, will be considered as an absence.

## IN RESIDENCE AND ON TOUR

- Members may not leave rehearsal, workshop or concert venues without permission. Members must adhere strictly to tour / workshop itineraries and may not deviate without sanction from CBOI management.
- **EXCEPTION:** At break times during Sunday rehearsals and workshops there is the opportunity for members to go to the local shop. This is unsupervised and members who have permission to go are advised to go in pairs. Parents who do not want their child to go to the shops may opt out of this activity by advising CBOI Management in writing.
- Damage caused to property whether in residence during rehearsal periods or on tour must be paid for by those responsible.
- Members are not allowed to change bedrooms without permission for security reasons.
- Members under 21 on tour must be in their own bedroom at the designated time each evening. Anybody who is not in their own room or is known to have left it during the night may be sent home, may not be permitted to take part in the remainder of the tour and may lose their place in CBOI
- If you wish to order food for delivery, make sure you order either at the interval of the concert and give a delivery time; or as soon as the concert is over. All food must be delivered by 12 midnight.

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- Quiet must be observed in bedrooms after midnight in public and private accommodation in order to allow others who are asleep or who wish to sleep to rest undisturbed.
- No member under 21 years is allowed to leave the designated hotel of residence while on tour without written permission from their parents. Permission must be pre-agreed with CBOI Manager before the commencement of the tour.
- Members Under 21 are **NOT** permitted to consume alcohol or frequent the residence bar. While drinking is permitted for over 18s under Irish law, it is not permitted by CBOI while we are on tour or on CBOI time. Members aged 18 – 21 yrs who wish to drink, must do so under the supervision of their parents. In this case, parents should make arrangements to stay with their son/daughter at alternative accommodation for overnights. Parents should provide us with written confirmation of arrangements. Anyone U21 years who is known to be drinking while on tour may be sent home and not be permitted to take part in any further tours, and may lose their place in CBOI.
- **CBOI cannot be responsible for anyone who is drinking while on tour.**
- Members over 21 years who wish to drink should find an alternative venue and not the bar at our accommodation as this negatively influences younger members and makes the job of our chaperones more difficult.
- Members not staying in the same hotel accommodation as the rest of the group, **are not permitted** to frequent the residence bar of said hotel, or to visit rooms of other Orchestra Members.

## INTERNATIONAL TOURS E.G. EUROPE / USA / ASIA

*(EXCLUDING ANNUAL IRE/UK PEACE PROMS TOUR)*

- Everybody participating in an international tour **must travel with, and stay with the group in the group at all times.** Members may not make individual arrangements for international tours as this would make the tours logistically impossible and would compromise safety.
- Parents who wish to travel to see international concerts are very welcome, **but must make your own arrangements.** Please bring all your relatives and friends to concerts however, we would ask you not to treat Concert Tours as a family holiday.
- Parents are asked to avoid making arrangements to meet with your Son/Daughter during the tour.
- Parents may wish to stay in the US after the tour with their Son/Daughter. Adult members may also wish to stay on after the tour. We are happy to facilitate this arrangement.
- In exceptional circumstances, e.g. where Parents want their Son/Daughter to meet a relative who has travelled to the concert; this can be allowed but **ONLY** with PRIOR WRITTEN notice.

## GENERAL

- Members participate in CBOI workshops, courses and tours at their own risk. Parents / guardians of players under 18 and adult members (those over 18) must arrange that instruments are insured under all circumstances including travel.
- Players should not bring valuables to workshops or on tour and should name personal property.
- Parents/guardians of players under 18 and adult players must ensure that instruments are packed in appropriate hard cases. Gig bags are not acceptable. Cellos must be brought on courses in hard cases.
- On tour, members are expected to use transport provided otherwise the CBOI is not responsible for transport arrangements.
- Members who need glasses to read music must carry spare glasses.
- Administration fees and tour fees are non-refundable except in the cases of certified medical illness. The amount refunded is at the discretion of the CBOI.
- Members of the CBOI Under 21 years, may not purchase or consume alcohol or non-prescribed drugs at any time.
- No member may bring alcohol or non-prescribed drugs into buses, bedrooms, rehearsal, residential or concert venues.
- Anything that may be considered a danger to the health and safety of others may not be brought on course/tour.
- Members aged 18 -21 years may smoke in vape in legally designated areas and out of view of younger orchestra members, only if they have given the orchestra manager a letter of consent from parent/guardian. Letters will be authenticated.
- Anyone U18 years of age who is known to be vaping may be sent home and not permitted to take part in the remainder of the tour or further tours.

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## PRESENTATION OF PERFORMANCES

We do everything possible to ensure that the quality of our musical performance is of the highest standard. Our presentation during performances is also very important. Musicians should

- PERFORM
- Sit up straight at all times
- Watch the conductor at all times
- Keep feet flat on the ground.
- Never chew, yawn, talk, etc.
- No food or drink should be brought on stage.

## RECORDING

The CBOI workshops, rehearsals and concerts etc. may be photographed and audio /video recorded. All CBOI members, parents and guardians hereby agree that you/your child's image may appear in future brochures /booklets /leaflets /posters /flyers etc and video/DVD and or TV presentations /advertisements etc.

## UNIFORMS & iPads/Androids

Uniforms should be ironed and in perfect condition at all times. Uniforms should be kept on a hanger in a plastic suit bag. All items of uniform, instrument and music should have your name on it. Sorcha and Martina will take measurements from new members for uniforms. Uniform styles / costs vary. The current CBOI uniforms are as follows:

### GIRLS:

- Green and Gold uniform dress
- Cream uniform dress
- Gold or black flat pumps
- Hair tidy and pulled back off your face
- Light make up

### BOYS:

- Cream uniform shirt
- Gold waist-coat and cravat
- Black dress pants
- Black dress shoes
- Black socks

### iPADS/ANDROIDS - MANAGING DEVICES AT CONCERTS and REHEARSALS

- Make sure your device is fully charged
- Turn off notifications
- Turn off sound
- Turn off all background applications
- **Everybody** should bring their device on stage - one for use and one for back-up
- Everybody should have a good quality **power bank** to charge their device in between concerts. (Argos, amazon)
- Make sure to take your device off stage when you are leaving
- **Keep your device with you at all times or it may be stolen**

**Failure to obey conditions laid down by the Cross Border Orchestra of Ireland may result in a member losing their place in the CBOI permanently. Failure to obey rules laid down by the Cross Border Orchestra of Ireland while on tour in Ireland or abroad may result in players being sent home at their own or their parents' expense, and/or that member losing their place in the CBOI permanently.**