



## STUDENT SHOWCASE POLICIES

### Sign Up Policies

1. Sign-up is required for participation. A link to the sign-up will be provided in our weekly newsletter and additional emails regarding the event. Sign-up must be completed prior to the designated deadline.

Note: Performers and audience members are expected to stay for the full length of the event they attend. We kindly request that you sign up for a time that allows for you to stay and support all of the performers.

2. Payment for participation will be processed at the time of your sign-up. Participant fees are non-refundable.
3. Maximum performance length per act is 3 minutes. Please review song length with your instructor to make sure it fits within this guideline.
4. Students using recorded accompaniment must email an MP3 of the recording to [info@metromusicmakers.com](mailto:info@metromusicmakers.com) at least 2 weeks prior to the performance date.
5. All song lyrics must be appropriate for our family environment. Lyrics may not include or suggest obscene language, racial slurs, sexual innuendo, drug use, illegal activities, derogatory slang or any other inappropriate, adult content. We reserve the right to make song changes if lyrics or accompaniment tracks are deemed to be in violation of this policy.
6. Your instructor is responsible for submitting your program info including the correct spelling of student name, title of the piece, and composer along with sound equipment and staging needs. Instructors submit this information once you have completed your sign-up.
7. We are very excited about the growing number of students who perform in our events. To ensure that every student has the opportunity to perform at our Showcase, each student is limited to performing one piece at the event.
8. Changes to the program are not guaranteed after the sign-up deadline. These include changes to the showcase time and performance piece.

## Performance Day Policies

1. Performers should adhere to our Showcase Dress Code:
  - Boys: Jeans or slacks, no shirts with logos, no shorts and no athletic wear.
  - Girls: Jeans, dress pants, knee-length skirts or dresses. We recommend knee-length so that no one accidentally flashes the audience on the raised stage.
  - Long Hair: Please pull long hair back away from the face, especially if you are on the piano. Parents, you don't want to miss a good photo opportunity because your child's hair is hiding their face!
2. Arrival time for performers is 30 minutes prior to the start of the event. We are unable to accommodate performers who are unable to arrive 30 minutes prior. This will allow performers to find their assigned seat, make final bathroom visits, and tune and position instruments. Your instructor may coordinate an earlier arrival time to help with stage set up, tuning up and vocal warm ups. All performers are expected to stay for the full length of the event.
3. Performers are required to stay for the full length of the event.
4. Performers will sit in order of performance and should be seated in their assigned seat at least 15 minutes prior to the event start time. This allows staff to confirm attendance, review the order of performance, and make sure all instruments are in position.
5. All instruments, including drumsticks, will be placed on or near the stage by a staff member prior to the start of the event. Students will pick up their instrument on the way to the stage and will return the instrument to the same place after their performance. Students may not sit in their assigned seat with their instruments.
6. Parents and family members are not permitted in the backstage area or rehearsal rooms at any time before, during, or after the showcase. If a family member has any issue that requires being in a prohibited area, they should communicate with a staff person in the lobby or student section, and that staff person will help them resolve it.
7. We take photos and videos during performances and will post them to our website and social media sites. Consent is optional and totally up to the students and families. If you gave consent when signing our in-home service policies, pictures and videos of your child may be posted and further action is not required on your part. If you prefer for photos of your child to not be posted, please email us at [info@metromusicmakers.com](mailto:info@metromusicmakers.com). We encourage you to share your photos with us [@metromusicmakers](https://www.instagram.com/metromusicmakers) and [#metromusicmakers](https://www.facebook.com/metromusicmakers).
8. Our students do their best to prepare for their performances and we certainly do our best to provide top notch sound equipment, staging, etc. However, because our performances are live, the unexpected can take place for students or for staff. We ask that our audiences and students show kindness and respect if a student has difficulty during their performance, makes a mistake or struggles in any way. This means not talking or engaging in other distracting behavior, and also applauding for the student when they complete their performance. We also ask for your patience if we experience technical difficulties of any kind during the performance.

9. After your student has performed, they will bow or curtsy in order to thank and acknowledge the audience for listening to their performance. We suggest practicing this at home many times so that they don't forget under pressure.
10. Students may not have any personal electronic devices on their person or in their seats during the performance. Texting, tweeting and any use of an electronic device is very distracting and disrespectful of other performers.
11. Chewing gum is not permitted in the recital hall or onstage.
12. During the performances, it is very important that the audience and other students remain quietly seated for the full length of the showcase as each student has worked very hard for his or her performance and deserves respect. Students who display behavior that is distracting to the other performers may be quietly escorted to sit with a staff member or parent.
13. Metro Music Makers is not responsible for lost, stolen or damaged personal belongings at our recital events, including instruments, music, cameras, phones, tablets, articles of clothing, etc. Performers should make sure they have all of their items with them before leaving.