

PPMTA FESTIVAL/RECITAL PREPARATION & PROTOCOL

(Updated 8/1/2013)

The PPMTA Executive Board presents the following information that is intended as a guideline to help prepare students for events such as competitions and recitals. We hope these will be helpful to teachers and parents in order to present a professional atmosphere for members and participants in the Pikes Peak Music Teachers Association.

In presenting these guidelines, it is our hope that teachers and students will have a positive experience in all performance opportunities. Not only will the effects produce self-confidence, but they will also present a professional, pride-filled festival for our musical community.

TEACHER GUIDELINES FOR PREPARING STUDENTS

It would be helpful to place these guidelines or your own policies into your Student Handbook.

- Teachers should be responsible for monitoring their students' preparedness to participate in upcoming events.
- If a student is not ready to perform 2 weeks before the scheduled event, contact the festival chair to remove the student from the program.
- It is not fair to have a student perform when they are unprepared. It will be embarrassing to the student and may cause long-lasting negative effects for him/her. We strive for positive experiences rather than negative memories.
- In choosing to place your students in various festivals, it is helpful to give the repertoire to students within a reasonable time frame. A suggestion would be presenting the repertoire 4-5 months before non-competitive events, or longer for the competitive events.

PERFORMANCE ETIQUETTE FOR STUDENTS

- Attire for a successful performance:
 - No jeans, sweatshirts, sneakers, short skirts or flip-flops.
 - Dress modestly: no bare skin or midribs. Please make sure your top will be appropriate for bowing.
 - No jewelry that would distract from your performance (jangling bracelets, etc)
 - Girls: wear shoes with a heel height that allows you to walk gracefully on stage.
 - Practice piano pedaling with your performance shoes on so there are no surprises during the event.

PPMTA FESTIVAL/RECITAL PREPARATION & PROTOCOL (contd)

PERFORMANCE ETIQUETTE FOR STUDENTS

➤ Performance Procedures

It would be helpful if teachers would practice recital protocol with their students before festival or recital events.

- Walk to the piano or performing area with confidence.
- Bow (with a smile) before the performance if the festival chairperson or teacher deems it necessary.
- Adjust the bench or music stand as needed.
- Use correct posture while performing in order to demonstrate confidence.
- When seated at the piano to perform, place your hands in your lap, take a deep breath and focus on the piece to be played. After a brief moment, then place your hands on the keys and begin playing. A similar procedure should be adapted for instruments or voice.
- When you have completed the piece: place your hands in your lap for a brief moment, then stand and acknowledge the audience with a bow and a smile. Bowing is a performer's polite "thank you" to the audience and an acknowledgement of your performance; it is impolite not to bow.

AUDIENCE ETIQUETTE

- Please arrive early and stay for the entire recital.
- If you arrive late, please enter the recital area between pieces, not while a student is performing.
- Audience members should sit quietly, not talk, text or use electronic devices during the performance.
- Parents may videotape if it does not interfere with the student's performance.
- Flash photography may be used after the recital is completed.
- Please take crying or talkative children/babies out of the recital until they are composed.