

SGCS Attendance Policy

January 9, 2024

Mission and Principles:

- The St. George Chamber Singers is an elite ensemble of choral artists committed to excellence in the performance of vocal chamber music. Singing with increasing levels of tonal richness, expressive intensity, and compelling collective artistry, SGCS is setting new standards of choral virtuosity and musicianship in the Desert Southwest.
- As an organization, we trust, celebrate, and look for the good in one another.
- Chamber Singers was founded on the principle that its members will maintain excellent attendance, which fosters enjoyable rehearsals and solid performances.

Rules and Procedures:

- *Absences*
 - Attendance and Limits
 - **Concerts:** Attendance is required. An absence must have prior approval, be justified by extreme circumstances, and if unexcused, may result in dismissal.
 - **Dress Rehearsals:** Attendance is required. If unexcused, an absence from a dress rehearsal may result in a member not being allowed to perform in a concert.
 - **Concert Calls:** Attendance is required. If unexcused, an absence from a concert call may result in a member not being allowed to perform the concert.
 - **Tuesday Night Rehearsals:** Attendance is expected. A third absence from a Tuesday night rehearsal in one semester may result in dismissal.
 - **Extra Rehearsals:** Attendance is strongly encouraged and recorded but an absence will not count against the regular attendance expectations.
 - **Sectional Rehearsals:** Attendance is encouraged but an absence will not count against the regular attendance expectations. Section Leaders report attendance to the Executive Director.
 - Illness Protocol
 - If you are feeling sick, stay home to rest and recover. (Absence = A).
 - If you are absent and if video is available, you are encouraged to do a video review and notify the Executive Director. (Absence: Video Review = A/VR).
 - If you think you *may* be infectious but otherwise feel OK, sit apart from the choir and follow the rehearsal. (Present: Sit Out = P/SO)
 - **Recommendation:** Save rehearsal absences for illness or emergency. (See Notification)
- *Tardies*
 - Promptness and Limits
 - Plan to arrive 5 minutes prior to rehearsal start time. Be in place at the scheduled start time and before vocal preparation begins.
 - The duration of a tardy is recorded in the Attendance Registry. If the number or duration of tardies is considered excessive, one rehearsal absence may be assessed.
 - Two tardies are the maximum allowed per semester.
 - Leaving rehearsal early is equivalent to being tardy.
 - An *unapproved* tardy of significant length for a concert call may disqualify the member from singing the concert.
 - **Recommendation:** Show respect by punctual arrival.
- *Procedures*
 - Notification
 - *Prior* to an absence, send an email to the Executive Director specifying reason.
 - If an emergency prevents prior notification, send an email to the Executive Director ASAP.
 - Notification by means other than email is *not* acceptable.
 - **Recommendation:** Show professionalism by clearly communicating when you're unable to be present.
 - Record Keeping and Adjudication
 - The Executive Director will record attendance in the Attendance Registry, negotiate attendance issues with members, and bring serious attendance issues to the attention of the Conductor.
 - Members are granted viewing privileges to the Attendance Registry; the Executive Director and Conductor are granted editing privileges.
 - If warranted, the Executive Director or Conductor may bring a recommendation of dismissal to the board; a decision to dismiss requires a majority vote.
 - **Recommendation:** Track your attendance in the [Attendance Registry](#).

I accept the invitation to join Chamber Singers, and in doing so, agree with the Principles, Rules, and Procedures in this Attendance Policy. I commit to a full-year's membership: Fall & Spring.

Signature: _____ Date: _____