



**TRINITY LABAN CONSERVATOIRE
OF MUSIC & DANCE**

**BEYOND THE DOTS 2017
PARTICIPANT INFORMATION PACK**

BEYOND THE DOTS MUSIC SUMMER SCHOOL 2017

Participant Information Pack

Dear Participant,

Welcome to our Music Summer School for 2017!

The following information pack should provide you with everything you need to know about Summer School, until the full participant pack is released in early summer– please keep a close eye out for this in your contact email inbox.

This Summer School is a great opportunity to be inspired, have fun and make new friends and take your musicianship to its next level.

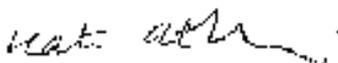
The programme is jam packed and designed to challenge and inspire you. As well as whole group openers, a choice of ensembles, specialist sessions and plenty of chances to make new friends. We also, new for this year, have optional taster sessions and some open workshops for Animate Orchestra and Junior Trinity.

This is our second year of delivering this course, and aim to make you feel as welcome and supported as possible so if there's anything you're not sure about please do ask for help or information during your week with us.

Should you have any questions prior to the start of the course, or through the week you are with us, please email us musicsummerschool@trinitylaban.ac.uk.

We hope that you have a great time with us this summer and look forward to meeting you.

Best wishes



Kate Atkinson
Community & Professional Development Manager
Learning & Participation (Music)

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1. Staff and Essential Contacts

The Summer School Team

We aim to create a friendly welcoming environment at Trinity Laban, and summer school participants are will be supported by our Summer School team and Trinity Laban music students. If you have questions or issues during the week please contact a member of our team who will be happy to help you.

Throughout the Summer School, your primary contacts will be:



Helen Hendry - Pastoral Manager for Beyond the Dots
Widening Participation Manager



Ben Redmayne - Event Manager for Beyond the Dots
Learning & Participation (Music)

Emergency Contacts

During the school, if you need to contact a member of staff in an emergency, **please call the Summer School Team on: 07538 332795**. Prior to this, please contact Ben Redmayne on 0208 305 4454 or b.redmayne@trinitylaban.ac.uk

In case of emergency during Summer School, we will contact the emergency contact you have provided at booking.

The Summer School Tutors

Our tutor team come from the Faculty of Music and Trinity Laban and music industry professional. Guest tutors for the Opening Workshop and Specialist Sessions change each day, but there will be the opportunity to work with your ensemble tutor for the whole 3 days. Our full list of tutors will be confirmed in Spring 2017.

All Summer School tutors and team members have an up to date DBS check.

School Announcements and Notices

Registration will be held in the Loggia, in the East Wing of King Charles Court, conveniently located between the three main spaces used for the Summer School. This is where you will find the Summer School Information Hub with a notice board with the timetable, ensemble lists, and any other notices for the week.

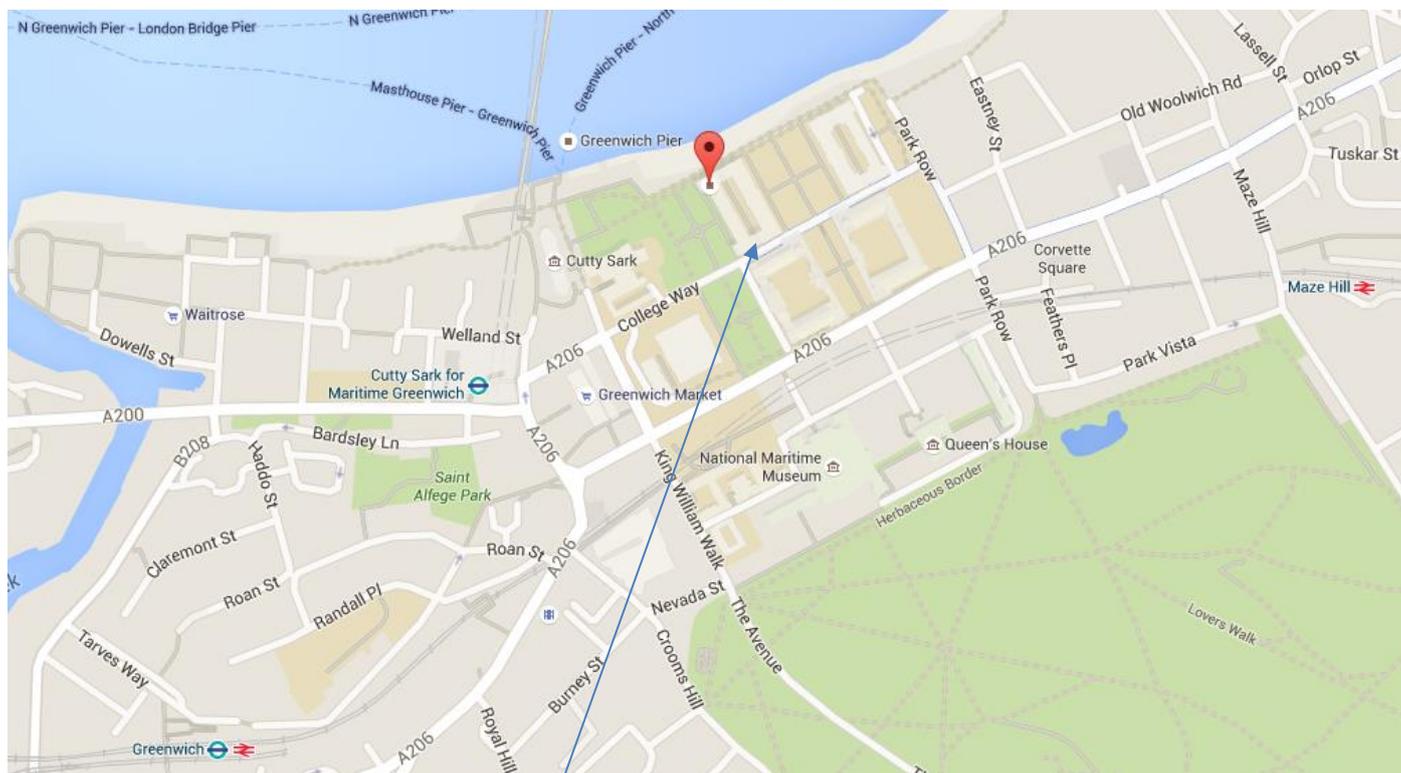
The emergency number of **07538 332795** will also be listed here very clearly in case it is required at any stage.

The Loggia will hold a permanent desk used for sign in and out for those participants with permission to leave the site over breaks.

2. Finding King Charles Court

We are pleased to be hosting Beyond the Dots at our Faculty of Music site at King Charles Court, Greenwich, London.

King Charles Court, Old Royal Naval College, Greenwich SE10 9JF



Entrance to King Charles Court

The easiest access to King Charles Court is via the West Gate of the Old Royal Naval College, following College Way and turning left under the archway to the courtyard of King Charles Court. From here the entrance to the Loggia will be on your right, and the entrance to main reception and the café is on your left.

Arriving by Docklands Light Railway

(recommended route)

The Docklands Light Railway (DLR) offers a frequent service to Cutty Sark station which is a few minutes walk from King Charles Court.

Arriving by Train

Greenwich and Maze Hill stations are frequented by the South East line, and are about a 10 minute walk to King Charles Court.

Parking

On site parking at the Naval College is very limited and we regret but we are unable to offer parking for summer school participants.

3. Course Structure

When you first arrive here at King Charles Court...

REGISTRATION, TOUR OF BUILDING & INTRODUCTION: 09.00, Tuesday 01 August 2017.

Please aim to arrive at King Charles Court for 9am on Tuesday 01 August, where signs will direct you to the Loggia.

At registration we will check that we have all of your contact details correctly recorded, and that your Essential Information Form has been returned. During registration we will give you a hardcopy of this handbook and a name badge that we ask you to wear throughout the Summer School.

There will be an instrument and bag store available in the Stuart Room, located next to the Loggia, and this general Loggia area will serve as the 'Information Hub' for the Summer School.

From 09.20 we will take you on a tour of the building to make sure you are comfortable in your surroundings for the week, before moving to the Peacock Room for your Introduction at **09.25**, ready to start the first Opening Workshop **09.30**.

A few things to note:

- An individual schedule will be sent around via email prior to the start of Summer School, but participants lists for each session will also be available at the Information Hub if you are unsure or forget what session you selected.
- We encourage you to bring along your second study instruments so that you can choose what to play in the afternoon sessions. We will make it clear which instrument you are to play in the allocated morning ensembles.
- Items left in the Stuart Room will be locked away during session times and overnight, however Trinity Laban cannot accept responsibility for loss, theft or damage of these items.
- We strongly recommend that you carry valuables with you at all times, as Trinity Laban is not will not accept responsibility for items lost, stolen or damaged.
- The café will be open every morning from 9am for snacks, drinks and, from lunchtime, hot food & sandwiches. If you are bringing a packed lunch requiring storage we ask you to drop it in to the fridges allocated there before coming across to the Peacock Room for the Opening Workshop.
- Work created will be presented at the informal sharing at the end of the Summer School, 15.30 on Thursday 03 August. Space is limited and dependant on final participant numbers, so we will allocate a limited number of tickets per participant at the time of Summer School.

Session Content

Classes are led by members of the Trinity Laban Faculty of Music Senior and Junior teams, alongside established leaders and artists from the music and performing arts industry. There is a mix of group creative work, ensemble, and specialist classes each day, designed to inspire and challenge you.

For reference our provisional outline programme is included below. Our final programme will be announced in Spring 2017.

Full Group Workshops

Each morning, participants will join together in the main space for a 45 minute whole group warm-up which will get the creative juices flowing, ready for the start of the day.

Tuesday 01 August: Movement based workshop

Wednesday 02 August: Vocal based workshop

Thursday 03 August: Movement based workshop

Morning Ensembles

Participants will be allocated into ensembles, based on the information provided in the booking questionnaire. These groups, focusing on a choice of either contemporary repertoire, creative music making or creative music technology, offer participants the opportunity to work intensively within their ensemble alongside a lead tutor over the 3 days.

Contemporary Ensemble – for all levels and instruments, this ensemble will focus on contemporary music, covering aspects of contemporary techniques, such as graphic scoring.

Creative Ensemble – for all levels and instruments. This ensemble will have a focus on creating your own new material within your ensemble.

Music Tech Ensemble – for all levels, this ensemble will use readily accessible technology to work on a collaborative work to share at the end of the summer school.

Specialist Classes

On Tuesday and Wednesday afternoons, participants will split into a choice of specialist classes (a choice of two is offered at booking).

Tuesday 01 August:

Looping – using instruments, improvise and create music with recorded loops as part of a group.

Open Jazz Jam - explore jazz standards and enjoy a taster of jazz improvisation.

Mindfulness for Young Musicians - explore what it means to connect your body, mind and emotions as a performer.

Wednesday 02 August:

Song writing – with a lyrical focus, students will develop their song writing technique.

Music Tech Performance Practice - Students will discover creative ways music tech can be applied and used as a sound artist.

Musical Movement - Discover for yourself how movement can aid your musicianship, benefitting your balance, posture and sound.

Optional Trinity Laban Information Sessions

After hours on Tuesday and Wednesday, we have two optional workshops for participants and parents to find out more about Animate Orchestra, our creative orchestra for the 21st Century and Junior Trinity, our Saturday programme for budding young musicians. This is a great opportunity for you and your parents to see how you can continue your musical journeys with Trinity Laban after the end of Summer School 2017.

Tuesday 01 August

16.45 – Introduction to [Junior Trinity](#)

Wednesday 02 August

16.45 – Introduction to [Animate](#) and [Animate Artists](#)

Optional Taster Lessons

We're also pleased to announce that following requests from last year's summer school we are now also offering optional one to one student taster lessons with members of our Junior Trinity teaching team. These individual taster lessons give students the opportunity to experience the excellent instrumental teaching on offer at Junior Trinity and to think about their musical learning going forward.

£20 per 30 minutes (maximum 1 hour), available to book via online shop.

Tuesday 01 August – 16.45

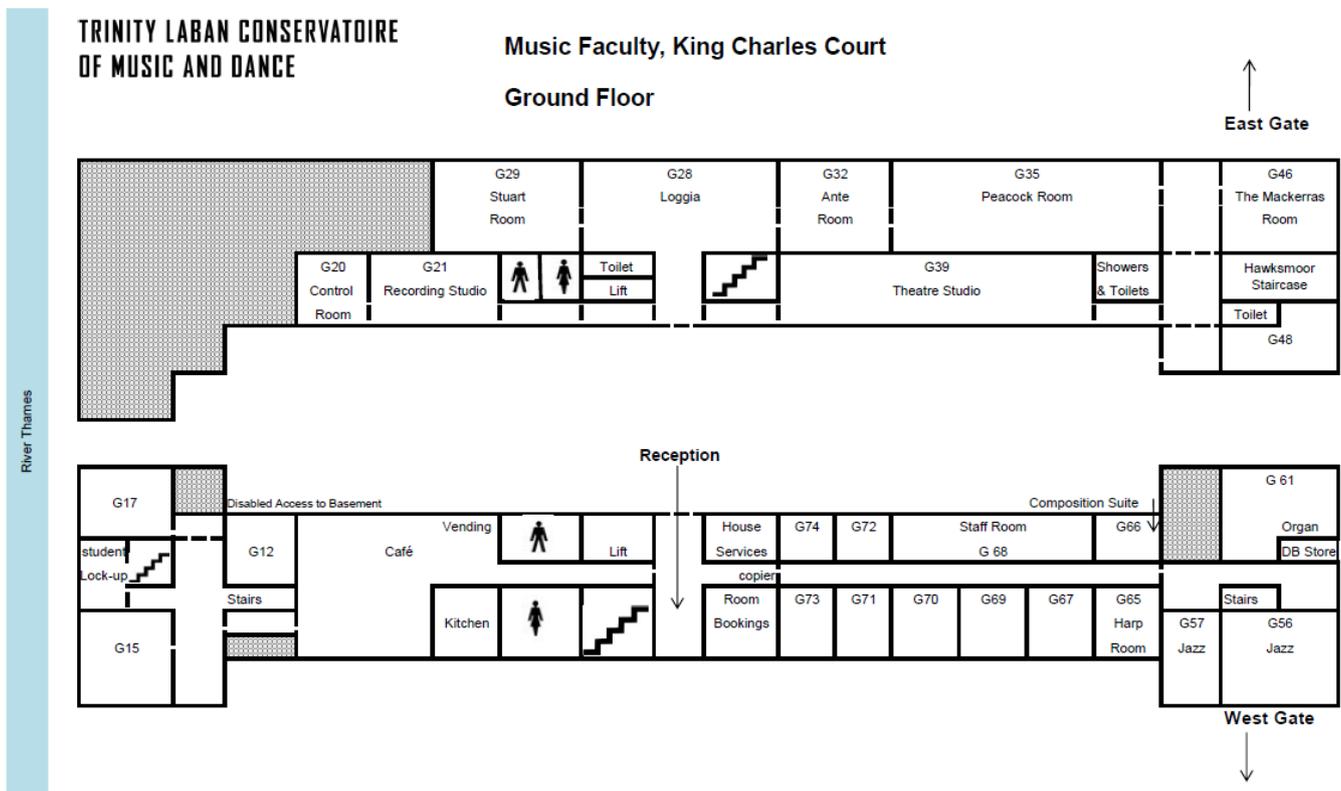
Wednesday 02 August – 16.45

Schedule Outline

Please note that this schedule is a draft outline. A full schedule will be available in spring 2017.

09.30	SESSION 1 <i>Opening workshop</i> (45mins)
10.15	SESSION 2a <i>Ensemble</i> (1h)
11.15	Morning Break (15mins)
11.30	SESSION 2b <i>Ensemble</i> (1h)
12.30	Lunch (45mins)
13.15	SESSION 3a <i>Specialist Classes</i> (1h30)
14.45	Afternoon Break (15mins)
15.00	SESSION 3b <i>Specialist Classes</i> (1h30)
16.30	<i>Finish</i>
16.45	<i>Optional intro's / taster lessons</i>

Building Map



4. Course Guidelines

In order to ensure our Summer School runs smoothly, enabling everyone involved to have an enjoyable and positive experience, please read the Terms and Conditions below and make sure in that both you and your parent(s)/guardian(s) are aware of these guidelines before the first day of the course.

Pastoral care

Beyond the Dots participants will be supervised at all times by a team who have undergone Disclosure and Barring Service Checks. The team include staff from Trinity Laban Conservatoire of Music and Dance and professional freelance artists. Students from Trinity Laban will also be attending the course as part of their career development.

As outlined above, young people will not be permitted to leave the site at any time throughout the Summer School, unless we have been given written consent by a parent or carer in the returned 'Essential Information Form'.

If you need to get in touch with the Trinity Laban team during the course, we can be contacted on: **07538 332795**.

If we need to get in touch with you in the unlikely case of an emergency, we will use the contact details provided on your registration form.

Absentees

If you are unable to attend a day, or will be late to a session throughout the course, please contact us **07538 332795** to report absence.

Timekeeping

In order for us to start sessions on time, good time keeping is essential. If you are delayed please contact us on **07538 332795** as early as possible. We reserve the right to turn away participants who regularly arrive late without prior notification.

Behaviour

When participating in *Beyond the Dots* the following behaviours are considered unacceptable:

- Persistent and serious disruption of workshops or rehearsals
- Violence - towards people or property
- Prejudiced remarks or behaviours
- Theft of personal or Trinity Laban possessions
- Consumption of alcohol or any illegal substances

If at any point any *Beyond the Dots* participant behaves in a way which we find unacceptable, either towards staff or other participants, we reserve the right to exclude them from the Summer School. In the unlikely case of this happening, the nominated emergency contact will be called, and we will ask for collection to be arranged as soon as possible.

Leaving the site

On the Essential Information Form, returned to us in advance of the Summer School, it has been recorded if you are permitted to leave King Charles Court during breaks.

Participants must sign out and in each time you leave site through the 'Information Hub' located in the Loggia, otherwise we will assume you are missing and will call your emergency contact immediately. Registers will be taken at the beginning of each session.

Drop off/collection

Also on the Essential Information Form, returned to us in advance of the Summer School, it has been recorded whether you are able to leave King Charles Court at the end of the day.

Participants with a note that they are being collected will not be permitted to leave the site on their own at the end of the day, or at any other point, unless authorised in writing by their parent/guardian. In the case of an extreme circumstance, a parent/guardian may call us on **07538 332795** if arrangements have suddenly changed.

Food and drink

There will be breaks for drinks/snacks in the mornings and afternoons as well as a lunch break. Please make sure you have enough food and drink to last the whole day – the café on site will be open selling lunches, snacks and drinks. Fridges in the café have been made available for packed lunches to be stored; please ensure it is labelled clearly and dropped off prior to the first session of the day. Tap water is provided.

Illness/medical needs

If a participant takes ill during the project, the emergency contact will be called regarding any course of action needed. If, in exceptional circumstances, we feel a participant should be taken to hospital, and both the emergency and secondary are not contactable, a designated member of *Beyond the Dots* staff will accompany and we will continue to make efforts to talk with the nominated emergency contacts as quickly as possible.

Beyond the Dots staff, including the First Aider, are **NOT** able to administer any medication. If you require medication, and this was not indicated clearly on the Essential Information Form, please notify us via musicsummerschool@trinitylaban.ac.uk as soon as possible.

Please note that participants on the course will be expected to self-administer their medication. If you have any concerns or would like to discuss this further, please do so with the Pastoral Manager Helen Hendry at registration.

Instrument/personal possessions

Trinity Laban is unable to take responsibility for your instrument whilst attending sessions, or whilst it is stored in the lockable Stuart room between sessions or overnight. Please therefore ensure you have appropriate insurance for your instrument.

As well as bringing your instrument(s) to the sessions, if you require any other equipment (i.e. spike holder for cellos, mutes for brass instruments) please make sure you have this with you. Electric bass and guitars will have amps provided, and drum kit and percussion players will only need to bring sticks and any special breakables (for e.g. cymbals) or small hand percussion you wish to have for the course.

In order for you to get the most out of the *Beyond the Dots*, please ensure that your instrument is in working order before arriving on the first day. If you know there is a problem with your instrument and you are unable to resolve this before the project starts, please let us know when you register.

Please ensure that electronic instruments are safe to use. We reserve the right to remove any equipment deemed unfit for use. We cannot PAT test your own equipment, therefore when required only Trinity Laban amplifiers will be used throughout the course.

We advise participants not to bring other valuable personal possessions with them for the duration of the project as we cannot take responsibility for any loss or damage. We acknowledge that smart phones are useful to support the music tech element of the project, however these items are the responsibility of the participant, and again Trinity Laban cannot take responsibility for any loss or damage.

5. Food, Local Shops and Services

Surrounding Area

King Charles Court is a few minutes' walk from Cutty Sark DLR station and Greenwich town centre. The local area provides a huge array of shops and food options.

Eating

Greenwich has a number of places to eat and drink. For more information and a full listing of places to eat please visit http://www.london-eating.co.uk/boroughs/south_east/greenwich.asp

Butlers Café at King Charles Court will be offering lunches, snacks and drinks each day. Large fridges have been made available within the café to store packed lunches, please drop these off as soon as you arrive each day and make sure they are clearly labelled with your name.

Marks & Spencer, 5 mins walk, beside Cutty Sark station is the nearest shop for ready-made sandwiches and lunches

Greenwich Market, 4 mins walk, will be running Tuesday and Thursday of the Summer School and there are plenty of hot food options and coffee stalls available there

If going out on breaks, please always make sure to leave plenty of time to get back to King Charles Court. It is always very busy with tourists across the summer in Greenwich and walking back from the other side of the shops may take you a little longer than you think occasionally!

6. Other Helpful Notes for the Week

What to wear

Participants are advised to wear loose fitting clothes, with layers you can add or remove due to the potential physical activity of some sessions.

What to bring

Participants are welcome to bring hand held audio or video recorders to record sessions if you wish. You should also ensure you have a plastic drinking water bottle or flask with you. Drinking water fountains and jugs of fresh water are provided around King Charles Court.

Bringing a notebook and pen is also advisable so you can make your own notes, equally a pencil to make notes on the sheet music provide for the morning ensembles.

Health and Well-being

An 'Essential Information Form' will have been returned to us prior to the start of the course, and we will flag anything requiring consideration during classes with the tutors - but please also let your class leader know if you have an illness or any relevant injuries which they should be aware of during your participation in classes.

If you sustain an injury or feel unwell at any point during the Summer School, please let a member of the staff team know. There are First Aiders on site throughout to assist in case of emergency.

Summer School Sharing

On Thursday 03 August at 15.30 participants will have the opportunity to share what they've learned through an informal sharing. This is not a formal concert and due to space limitations we have a limit on the

numbers of family members / guardians we can accommodate at the sharing. Allocations will be finalized once final participant booking numbers are confirmed and communicated via the Information Desk during Summer School.

Certificate of Attendance

Each person who takes part in Summer School will receive a certificate of attendance, which will be given out before leaving on Thursday.

7. Further Information

We are very much looking forward to welcoming you to Beyond the Dots Summer School!

If you have any queries before the start of Summer School please do get in touch via musicsummerschool@trinitylaban.ac.uk otherwise, we will see you on the morning of Tuesday 01 August!

The Music Summer School Team