

TEACHER INFO

IMPORTANT INFO

Starting last year, we had 1 person from each violin studio to volunteer for around 30 minutes. This person will handle the violin check-ins and parents. The issue is 99% of parents who take the option to have the student wait outside between the rehearsal and the performance do not check back in for the performance time, and it creates some mayhem trying to figure out who is supposed to be where. The solution was to either do everything unaccompanied with only a performance time (no rehearsal), or have someone in the violin world help out. As long as they follow the parent letter we are good, but I'm not sure they are reading it. If it gets to be smooth like piano we can eventually ditch this volunteer position!!

Here is the plan for the volunteer:

- Violin typically lasts 2 hours (10:00-12:00)
- Each studio will have a parent/teacher volunteer for 30 minutes (more if you want!) who will basically be my twin but with violin
- Parents come up 5 minutes before the rehearsal and check in with you*
- You'll send them to their rehearsal room
- After the warmup they either come out and wait until their performance time, or if they are responsible enough to stay inside and get to their performance room on time they are welcome to just stay in the building
- Parents come up 5 minutes before the performance and check in with you (this is the step being missed)
- Send them in to play
- They are done!

*unaccompanied students ONLY check in for the performance and do not have a rehearsal

Each studio will need to fill in this volunteer form and I really don't care who volunteers as long as they can do the above directions. An older sibling needing service hours is great also!

[FORM HERE](#)

TEACHER INFO

DATE: Sunday, October 18

LOCATION: Webster University Dept. of Music (Thompson House)

8282 Big Bend

Webster Groves, MO 63119

DEADLINE: Application Forms must be submitted by **September 19**

APPLICATION FEE: \$22.00 *No refunds will be made for absentees.*

TIME REQUESTS: Times may be requested by September 19. **Any time requests or switches after September 19 will be \$30 per student** (even within the same studio)

WORK: Teachers are not required to work.

ACCOMPANIST: Accompanists should be arranged by the teacher, as well as rehearsals/compensation.

UNACCOMPANIED: Students who are playing unaccompanied do not have a rehearsal time (just like piano).

REQUIREMENTS:

1. Students may enter one (memorized) short piece or single movement of at least 16 measures in length by a composer from any genre.

2. Students must bring their own published music for the judge.

PHOTOCOPIES WILL RESULT IN DISQUALIFICATION.

3. Measures should be numbered (beginning of each line is fine)

PERFORMANCE PROCEDURE:

- One judge will hear each student and will give an evaluation.
- Ratings are Gold, Silver, and Bronze.
- Students earning a Gold rating will receive a trophy.
- Students earning a Silver rating will receive a ribbon.
- All students will receive certificates.

BY SEPTEMBER 19:

_____ Submit a **Google Form** per each student (forms found at [HixsonPiano.com/ArchCup](https://www.hixsonpiano.com/ArchCup))

_____ **Pay** for all entries (one payment per studio) via Venmo with the subject 'Arch Cup XX Entries' venmo.com/chixsonstl

***Time constraints should be addressed now. Any time requests or switches after September 19 will be \$30 per student** (even within the same studio)*

Once teachers receive their students' performance times they can fill out the parent letter to give to the parent along with the map (both attached below).

AFTER THE ARCH CUP:

- Ratings will be emailed on Sunday night
- Trophies, ribbons, and paperwork will be available within the week for pickup at Caroline's house.
- **Trophies must be picked up by Saturday. Once they are here they stay outside until pickup. Unlike other festivals, teachers do not need to volunteer their time, but do have to pick up by Saturday. Teachers who do not pick up by Saturday will not be able to participate the following year.**

TEACHER INFO

PARENT LETTER

Parents,

Thank you for participating in this year's Arch Cup!

DATE: Sunday, October 18

LOCATION: Webster University Dept. of Music (Thompson House-Building 29 on the attached map)
8282 Big Bend
Webster Groves 63119

Some important notes:

- Parents will stay in the parking lot while the student plays
- Wait to check in with the 'VIOLIN' person until 5 minutes prior to the student's warmup time (they will have a sign right by them!)**
- Accompanied: Students playing with a pianist will walk up to the front door and someone will check them in right there, then walk them down the hall to meet their pianist for a rehearsal.
- Unaccompanied: Students playing unaccompanied do not have a rehearsal time and will arrive, check in, and perform.
- Optional: if there is a long wait between the rehearsal and performance, students are welcome to come back outside in between. Then just check in 5 minutes prior to performance time **with the 'VIOLIN' person**
- Once they play they will come out to meet you and are free to go!
- Students should dress as if playing in a recital.
- Don't forget the music!

Trophies/ribbons/adjudication forms will be available by Thursday

Student Name(s)_____

Warmup Time (accompanied only) _____

Performance Time_____

We're looking forward to hearing from so many hard-working students!

Caroline Hixson

TEACHER INFO

Chair

