

**Oakville Symphony  
Youth Orchestra**



**Membership Handbook  
2024/2025 Season**



# BOARD OF DIRECTORS

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*Director*

Ryan MacKinnon  
*General Manager*

## Our Conductors

**Caron Allen**  
*Conductor,*  
Sinfonia and  
Philharmonia

**Colin Clarke**  
*Artistic Director*  
& *Conductor,*  
Youth Band and  
Symphony

# A Message from our General Manager

Dear Musicians and Parents,

The OSYO welcomes its new and returning musicians to an exciting 2024-2025 season of making music!

As the OSYO continues to grow, our goal is to offer a progressive musical experience to young musicians from across the western Greater Toronto Area.

Our program fosters development through a combination of stage performances, festival competitions, travel experiences and camaraderie with fellow musicians.

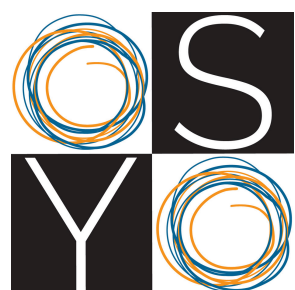
This year will feature our annual retreat, as well as three exciting concerts. Our affiliation with the Oakville Symphony offers further opportunities throughout the season for musical enrichment.

This season, the OSYO is also thrilled to announce an incredible opportunity for our 2024-25 Symphony and Philharmonia students – a trip to the iconic Carnegie Hall in New York City! This is a once-in-a-lifetime experience where our young musicians will not only witness world-class performances but also immerse themselves in the vibrant culture of one of the most famous cities in the world.

Your commitment to the OSYO is an important part of our shared success. This handbook outlines our expectations, policies, and procedures. We encourage you to review it thoroughly to help prepare you for another amazing season.

We look forward to another amazing season!

Ryan MacKinnon  
*General Manager*



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**This OSYO Handbook is intended as a reference for information about orchestra membership, expectations and policies. Any new information will be distributed to musicians and family members throughout the season as needed. If you have any questions, please contact us at [office@osyo.ca](mailto:office@osyo.ca).**

## OUR MISSION

The **OSYO** is a diverse community welcoming children and youth to a progressive orchestral experience that **ignites, encourages and enriches** a life-long love of music.

### OSYO Values

- Teamwork & Collaboration
- Excellence
- Fun
- Community connection
- Personal development
- Positive role-modelling

***The OSYO is a non-profit and registered charitable organization (# 119043727RR3331)***

### Membership

Membership in the OSYO is available to qualified musicians who audition and are accepted. Acceptance is based on musical skill and proficiency as well as the needs of each ensemble.

Membership is a serious commitment that requires musicians to attend weekly rehearsals from September to May, to attend the musicians retreat and to participate in our performances.

The OSYO 2024/2025 rehearsal and performance schedule can be found on the website.

### Ensembles

- *Symphony*: The senior-most group open to high school and post-secondary instrumentalists.
- *Philharmonia*: A string orchestra open to elementary and high school musicians where musicians should be at minimum Suzuki book 4 or RCM Grade 5/6 playing level, or higher.
- *Youth Band*: An ensemble for concert band musicians who have at least 1 full year experience with their chosen instrument.
- *Sinfonia*: An introductory string ensemble for musicians at Suzuki Book 2-4 or RCM Grade 2-4 playing level.

### Registration

Registration for the season is on-line, with details on our website.

## Auditions

All details can be found at [www.osyo.ca/join](http://www.osyo.ca/join)

While auditions can be stressful, they are also a fact of life in musical performance. The OSYO aims to make the experience as positive and stress-free as possible.

Auditions for OSYO ensembles are held in early September. However, informal auditions may be held throughout the year to fill vacant positions. For more information, please contact us at [office@osyo.ca](mailto:office@osyo.ca).

Our season runs from September to May.

**Audition Requirements are listed by Ensemble on our website.**

## Fees

OSYO Registration fees cover:

- Instruction by conductor and coaches; accompanist and guest performers.
- Rental and security fees for rehearsal and performance spaces.
- Music purchases.

## Fee Schedule

The total OSYO Registration fee is as follows:

- Sinfonia: \$750
- Philharmonia: \$890
- Youth Band: \$750
- Symphony: \$890

This includes:

- Musician registration for the season.
- Musicians retreat day.
- 2 tickets per musician for each of our 3 concerts for your family (musicians don't require a ticket, and additional tickets will be available at the Box Office).
- OSYO folder (provided to new members).

There are a number of families who have multiple musicians in the OSYO. \$50 will be deducted from the registration fee for each successive musician from the same family.



All fees are due by the second week of rehearsals. We will only be accepting registration payment by email money transfer.

- Fees can be paid by email transfer to: ***payments@osyo.ca***.
- Please wait for the invoice to be sent.
- Make sure to enter your musician's name and Invoice Number in the comment line.
- If your bank requires a password, please use OSYO@2021.

For those who require financial assistance, the OSYO has a bursary program. To apply for a partial bursary, please refer to the details and application form on our website. For any queries, please email *office@osyo.ca*

## **Refunds**

Unfortunately, we cannot issue refunds if a musician chooses to withdraw any time after the second rehearsal.

# **Policies and Expectations**

## **OSYO Code of Conduct**

The Code of Conduct applies to members of the OSYO community, including musicians, parents, staff (Conductors, Coaches and Administrative Personnel), and volunteers while attending or participating in OSYO activities and events. OSYO activities include but are not limited to weekly rehearsals, concerts, transport to and from an OSYO activity, breaks, retreat, tours, workshops, meetings, or any other activity relevant to or requisite to OSYO musical or educational events.

### **Core Statements**

OSYO is committed to being a safe and respectful organization and providing a community that is free of harassment, discrimination, bullying and violence.

Harassment can take many forms. This includes unwanted attention, inappropriate jokes or texts, threats, and other unwelcome verbal, written, visual, online or physical communication or conduct. Such actions serve no legitimate educational or developmental purpose and OSYO has strict intolerance towards such actions.

Everyone has a responsibility to build safe and respectful culture.

## **The OSYO community shall**

- respect the dignity of themselves and others, and act with consideration and good judgment in all inter-personal relationships.
- behave in a manner that is consistent with OSYO's policies as detailed in the Handbook.
- musicians shall respect their conductor's instructions regarding attendance at rehearsals, and with particular reference to the dress-rehearsal on the Tuesday (or designated day) before the concert. Continued absence from rehearsals could result in the musician being disbarred from performing at that concert.
- recognize that their words and actions are an example to other members of OSYO and to the public and behave in a manner appropriate to the expectations and standards of the event.
- exercise appropriate physical contact with each other and those they come into contact within the course of an OSYO activity.
- not use OSYO, or any OSYO event, to promote beliefs, behaviors, or practices that are not compatible with the aims of OSYO.
- recognise that physical or verbal abuse or any other form of abuse is totally unacceptable, and will not be tolerated.
- exercise respect for the property of others, including materials loaned to them by OSYO.
- not bring or consume drugs during any OSYO activity (rehearsals, concerts, and other events). This includes attending any OSYO activity under the influence of drugs. At activities within the music community that permits alcohol consumption, OSYO staff and volunteers on duty should exercise good judgement for alcohol consumption whilst responsible for students, or in the presence of students, and consider the impact of alcohol on the effectiveness of their performance of duties.
- OSYO encourages its musicians to bring concerns on an individual level to the General Manager, with a respectable demeanor, and with the explicit goal of resolving the issue. Any conflict amongst members of the OSYO community that remains unresolved by the General Manager will be directed to the OSYO Board Governance committee.

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## Consent

During the registration process, Parents have provided the following permissions:

Consent to the musician's photo/image/video being displayed publicly and online by the OSYO (if musician is identified, it will be by first name only).

In the event of an accident or other event, authorization for the OSYO to secure such medical services as may be deemed necessary. Agreement to hold harmless the OSYO staff and volunteers. It is understood that every effort will be made to contact the Parent if medical attention is sought.

## Rehearsals

What to Bring

- Your instrument and accessories (bow, cello strap, mute etc.)
- Music and music folder.
- Music stand.
- Pencil.
- A week of diligent practice.
- A great attitude.

Rehearsal Times and Room Numbers

Please arrive at least 15 minutes prior to the rehearsal start time, to unpack and warm up.

- Sinfonia: 6pm-7pm, Room 129/131 (east end of the school).
- Philharmonia: 7pm-8:45pm, Room 129/131 (east end of the school).
- Youth Band 6pm-7pm, Music Conservatory (west end of the school).
- Symphony 7:15pm-9:30pm, Music Conservatory (west end of the school).

Musicians are responsible for their own instruments before, during and after rehearsals and concerts. When not in use, instruments need to be set in such a way that they cannot be bumped, knocked over, or stepped on. The OSYO is not liable for damage to any musical instruments.

## Music

Music for each term will be posted on the website. It is the musician's responsibility to download, and print all the music for their instrument and placement- there will not be extra music available from the librarian or conductor at rehearsals.

Music can be accessed within the member section of the website, after the musician has been accepted following their audition.

## Communication

Weekly emails are sent to all musicians and parents to keep them updated on OSYO activities. Please be sure to read the emails, as that is our primary method of communication. Advise [office@osyo.ca](mailto:office@osyo.ca) if you would like an email address added or deleted from this list, and please check your spam settings in order to ensure you receive all communications.

We are also active on social media. Please like, follow and share:

[https://www.instagram.com/osyo\\_music/](https://www.instagram.com/osyo_music/)

<https://twitter.com/OSYOMusic>

<https://www.facebook.com/osyomusic>

## Inclement Weather

As we move through the winter season, there is the possibility that a rehearsal may have to be cancelled due to inclement weather. The decision to cancel a rehearsal will be made by 3pm on the Tuesday (or other additional rehearsal days) and communicated on all our social feeds.

## Attendance

Rehearsals are a vitally important part of the OSYO. If a musician misses a rehearsal, it impacts the entire orchestra, so musicians are required to attend every rehearsal. If a musician is sick or needs to miss a rehearsal for an important reason, please let know at [office@osyo.ca](mailto:office@osyo.ca) as early as possible.

Please note that if a musician misses three or more rehearsals in the lead up to any of our three concerts, they may (at the conductors discretion) be asked not to participate in that concert.

## Volunteer Opportunities

The OSYO relies on the help of our musician families. Throughout the season we ask for volunteers to help with specific activities pertaining to our Rehearsals, Concerts, Retreats, Bingo Sessions, and other activities. There are also longer-term volunteer needs, which go on throughout the year. Please consider how you can help, and an online sign-up form will be circulated at the beginning of the season.

You can also contact our General Manager at [office@osyo.ca](mailto:office@osyo.ca) if you are interested.

## Annual General Meeting

The OSYO's Annual General Meeting will be held either in person and/or via Zoom. The date for this meeting will be announced well in advance, and details communicated. At least one parent from each family is asked to attend. We will be presenting our financial situation and budget, as well as confirming our Board of Directors.

## Retreat & Tours

The OSYO endeavors to provide musicians with a range of enriching musical experiences. In addition to the concert performances, our plans include a fall retreat for selected ensembles.

Our musical directors also strive to find appropriate touring opportunities. These travelling musical experiences may be within Canada or abroad. Travel costs for these experiences are separate from fees and communicated well in advance of a potential tour.

## Community

Throughout the season, OSYO looks for opportunities to participate in community events. This may include small chamber groups performing at local events, senior homes or the hospital. We encourage musicians to take part in these events that allow us to share our love of music and contribute to the broader community. If you are aware of an event that we could participate in, please let us know at [office@osyo.ca](mailto:office@osyo.ca).



We trust this handbook has given you a good overview of the OSYO and your part in it. Should you have any additional questions, please don't hesitate to contact us at [\*\*office@osyo.ca\*\*](mailto:office@osyo.ca).

**Keep any eye open for our weekly updates. Looking forward to a great season!**



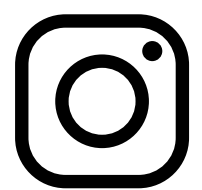
## CONTACT INFORMATION

*office@osyo.ca*

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[www.osyo.ca](http://www.osyo.ca)



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