



## ASSESSMENT RECORDINGS PROTOCOL

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*The pathway to excellence in our singing performance is to ensure that every singer is fully prepared in her knowledge of her part, confident to sing it correctly and has thoroughly practiced and prepared her voice to capably navigate the song with energy and freedom.*

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### *Why are riser recordings necessary?*

- Encourage you to practise at home;
- Help you address any misunderstandings of interpretation (phrasing/dynamics/breath plan);
- Call your attention to any incorrect/mis-learned notes;
- Unify approach to word/vowel/consonant/diphthong sounds;
- Receive advice on technique when issues are occurring for reasons other than note/word/breath;
- Raise ensemble confidence that the team is ready to perform.

Riser recordings, when submitted early, allow information to be shared by the music team to include areas of section discrepancy in rehearsal planning.

### *Recordings need to be submitted for:-*

- All new material
- Songs that have new interpretation (notes/breath plan/interpretive plan or new key)
- Songs that have not been assessed in more than 15 months
- Contest songs after coaching

### *When should I submit a riser recording?*

- As soon as possible after the new song is introduced and sung in chorus without the sheet music.
- As soon as you fall outside the qualification period from previous assessments

### *Do I have to submit risers for Christmas songs, Australia Day songs, special repertoire songs?*

Yes, unless you are specifically advised otherwise. Notable exceptions to this rule have been when songs are performed for a funeral service and we have not had time to assess recordings in advance.

### *What if I'm away sick?*

Get your recordings in as soon as you possibly can. If you have been sick and could not get your riser assessed before a performance, you will be ineligible to perform that song in the performance.

### *What if I'm on holidays?*

When possible, get everything you need submitted before you go away. If not, your riser might not have time to be assessed before a performance and you will be ineligible to perform that song.

### *If I had my assessments done before I went on holidays, can I still perform on the show/concert etc?*

This needs to be assessed on a case by case basis and is determined by:-

- How well you were performing the material before you left;
- How many rehearsals and key preparation time you have missed out on;
- The importance of the performance and what will be required of you in that performance as an ensemble member
- How well the ensemble is performing as a unit (will the sudden addition of a voice that has been absent benefit or adversely affect the riser placements already set in your absence?).

*NB: the factors that influence whether you can perform on your return may change during your absence based on what is in the best interest of the ensemble. You are not guaranteed a place on the risers if you have missed concurrent rehearsals prior to a performance date.*

### *May I mime in a performance:-*

This is extremely rare and is only ever permitted if the visual plan will be significantly altered by a person missing from the ensemble. If members are not well enough to sing or if they are not assessed as approved to sing, they will not be eligible to perform.

### *If I have not met the assessment requirement, when do I need to step off the risers?*

- In rehearsal, once we have passed the assessment period (most relevant for contest songs in the lead up to contest), if you have not been approved as performance ready you will need to step down from the risers when those songs are 'performed'.
- In coaching in the lead up to contest, if you have not been approved prior to the session, you will stand on the floor at the sides of the risers without obstructing any front row members. In full run throughs of the material, you may be asked to sit to the sides. You should still attend the coaching sessions even if you are not intending to or eligible to compete.
- In a show, if there is an appropriate moment between songs for you to do so, you will quietly and surreptitiously move to the side of the risers and walk down at the edge and remove yourself from the stage area. Your riser position should be planned to allow this with minimum disruption to other performers.
- In a performance without risers, move to the side and out of the ensemble group.

In contest you need to be fully approved on both singing and visual performance in order to be eligible to compete. Singing qualification is 'approved'. Singing AND visual qualification is 'performance ready'.

### *Commitment to submit risers in time for assessment*

- In fairness to your section leaders, recordings need to be submitted with sufficient time to provide feedback and for you to have ample time to re-record as many times as needed to achieve the standard for approval.
- Your performance approval needs to have been granted two rehearsals before the performance date. This allows the ensemble to have two rehearsals where all singers are confidently performance ready.
- For contest preparation, the approval date will be six weeks prior to the contest. Any variations to this will be on a case by case basis.