

**Hong Kong Philharmonic Orchestra**  
**2019/20 Jockey Club Keys To Music Education Programme**  
**School Application Form**  
**Deadline: 23 September 2019 (Monday)**

Enquires: 2312 6103  
Fax: 2721 5443  
Email: [education@hkphil.org](mailto:education@hkphil.org)

School name: \_\_\_\_\_

Kindergarten    Primary    Secondary    Special Educational Needs    International

Address: \_\_\_\_\_

District (e.g. Mongkok) : \_\_\_\_\_

Teacher-in-charge: (Mr/ Mrs/ Miss) \_\_\_\_\_ E-mail: \_\_\_\_\_

Contact no. (Day): \_\_\_\_\_ (Mobile): \_\_\_\_\_ Fax: \_\_\_\_\_

**Part I: Schools Concerts** (Application result will be announced through e-mail in October 2019.)

- We would like to apply for **one** school concert.
- We do not wish to apply for any school concert.

Did your school join the Schools Concerts last year? **Yes / No**  
If yes, what was the seating arrangement? **Stalls / Balcony**

| Venue               | Date              | Time        | Programme #1 | Priority (1 to 3) | No. of Attendees |                          |                                       |                   |
|---------------------|-------------------|-------------|--------------|-------------------|------------------|--------------------------|---------------------------------------|-------------------|
|                     |                   |             |              |                   | Total            | Teachers & Volunteers #2 | Students (Including Wheelchair Users) | Wheel-chair Users |
| Tsuen Wan Town Hall | 26 Nov 2019 (Tue) | 14:30-15:30 | C            |                   |                  |                          |                                       |                   |
|                     | 27 Nov 2019 (Wed) | 10:15-11:15 | A            |                   |                  |                          |                                       |                   |
|                     |                   | 12:00-13:00 | C            |                   |                  |                          |                                       |                   |
|                     |                   | 14:30-15:30 | B            |                   |                  |                          |                                       |                   |
|                     | 28 Nov 2019 (Thu) | 10:15-11:15 | A            |                   |                  |                          |                                       |                   |
|                     |                   | 12:00-13:00 | C*           |                   |                  |                          |                                       |                   |
|                     |                   | 14:30-15:30 | B*           |                   |                  |                          |                                       |                   |
|                     | 29 Nov 2019 (Fri) | 10:15-11:15 | B            |                   |                  |                          |                                       |                   |
|                     |                   | 12:00-13:00 | C            |                   |                  |                          |                                       |                   |
|                     |                   | 14:30-15:30 | D            |                   |                  |                          |                                       |                   |

\* Concerts with bilingual presentation (Cantonese & English) are marked with an asterisk (\*).  
All other concerts will be presented in Cantonese.

#1 **A:** Kindergarten   **B:** Primary 1 to 3   **C:** Primary 4 to 6   **D:** Secondary 1 to 6

#2 The suggested ratio of teachers and volunteers to students are as follows:

|                      | Teachers & Volunteers | Students |
|----------------------|-----------------------|----------|
| Kindergarten         | 1                     | 15       |
| Primary or Secondary | 1                     | 30       |

The HK Phil reserves the right to reject applications if schools fail to observe the suggested ratio. Should you have any questions, please do not hesitate to contact us.

**Part II: Ensemble Visits** (Application result will be announced through e-mail in December 2019.)

We **wish / do not wish** to apply for the 2020 Ensemble Visit.

Would your school like to apply Part III **Focused Ensemble Visit**? **Yes / No**  
**Yes:** Please fill in no.1-17. **No:** Please fill in no.1-10.

1. No. of students attending: \_\_\_\_\_
2. Seating capacity: \_\_\_\_\_
3. Performing venue:     School hall         Playground         Music room         Others: \_\_\_\_\_  
                                   Indoor                 Outdoor  
                                   Air-conditioned     Non air-conditioned
4. Size of stage: \_\_\_\_\_ m X \_\_\_\_\_ m
5. Located on: \_\_\_\_\_ floor
6. Lift: Yes / No
7. No. of music stands available: \_\_\_\_\_
8. No. of parking spaces available: \_\_\_\_\_

**9. The Ensemble Visits will be scheduled on Mondays and Tuesdays only from January to June 2020.**

Please choose your preferred dates and time, and attach a school calendar for our reference:

- |                                        |                                 |                                  |                               |
|----------------------------------------|---------------------------------|----------------------------------|-------------------------------|
| <input type="checkbox"/> January 2020  | <input type="checkbox"/> Monday | <input type="checkbox"/> Tuesday | Preferred dates & time: _____ |
| <input type="checkbox"/> February 2020 | <input type="checkbox"/> Monday | <input type="checkbox"/> Tuesday | Preferred dates & time: _____ |
| <input type="checkbox"/> March 2020    | <input type="checkbox"/> Monday | <input type="checkbox"/> Tuesday | Preferred dates & time: _____ |
| <input type="checkbox"/> April 2020    | <input type="checkbox"/> Monday | <input type="checkbox"/> Tuesday | Preferred dates & time: _____ |
| <input type="checkbox"/> May 2020      | <input type="checkbox"/> Monday | <input type="checkbox"/> Tuesday | Preferred dates & time: _____ |
| <input type="checkbox"/> June 2020     | <input type="checkbox"/> Monday | <input type="checkbox"/> Tuesday | Preferred dates & time: _____ |

**10. Previous visits by our ensembles: Yes / No**

If yes, please provide the date and the type of ensemble: \_\_\_\_\_

Information about the performing venue may be used in the evaluation of your application.

Please ensure that all information given is accurate and complete.

The HK Phil reserves the right to cancel the visit if any of the information is false.

**Part III: Focused Ensemble Visits** (Application result will be announced through e-mail in December 2019.)

We **wish / do not wish** to apply for the 2020 Focused Ensemble Visit. #3

11. Type of ensemble:

- Full Orchestra     Concert Band     String Orchestra     Percussion Ensemble  
 Others: \_\_\_\_\_ (e.g. Recorder Band)

12. No. of students performing in the final concert: \_\_\_\_\_

13. Performance venue: \_\_\_\_\_ No. of audience in the final concert: \_\_\_\_\_

14. Please provide a Youtube link of your school orchestra/ensemble performance for reference:

www.youtube.com/watch?v= \_\_\_\_\_

15. Instrumentation (please list out all instruments in the ensemble):

\_\_\_\_\_

\_\_\_\_\_

16. Concert programme with instrumentation:

\_\_\_\_\_

\_\_\_\_\_

17. Total duration of programme (within 15 to 20 mins): \_\_\_\_\_

**#3 Notes:**

**Music teachers should**

1. Attend every coaching session.
2. Make sure all coaching sessions start on time.
3. Arrange rehearsal venues, music stands and chairs.
4. Handle classroom affairs during each coaching session.
5. Do follow-up to students' progress.
6. Organise a concert in the final visit and invite other teachers and students to attend.

**Students should**

1. Attend every coaching session.
2. Devote time to practice according to the professional advice offered by the HK Phil musicians.
3. Perform in the final concert.

Please ensure that all information given is accurate and complete.

The HK Phil reserves the right to cancel the visits if any of the information is false.

School Chop: \_\_\_\_\_

Signature of Teacher-in-charge: \_\_\_\_\_

Date of Application: \_\_\_\_\_