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#### Enquiries: Sheffield Music Hub

Tel: 0114 250 6861

Email: Peter.Taylor@Sheffield.gov.uk

Web Site: www.sheffield.gov.uk

**Springtime Singing!**

***Primary Schools Singing Festival***

**Sheffield Cathedral**

**Tuesday 13th March 2018**

Sheffield Music Hub and Sheffield Cathedral Sing! Project would like to invite your school to participate in a primary singing festival to celebrate the run up to Christmas on Tuesday 13th March 2018.    Up to two classes of key stage 2 children will work with an experienced children’s singing leader as part of a choir of up to 250 young voices.

Further details are as follows:

**In school sessions from Sheffield Music Hub Singing Specialists**

You will receive two visits to your school from one of Sheffield Music Hub’s experienced singing specialists. They will work with the class(es) who are learning the songs, and with their *class teachers* to help them feel confident and fully prepared for the final performance.

**A final massed choir rehearsal and performance at Sheffield Cathedral**

Your children will come together with up to 250 children from other primary schools to sing together for a morning or an afternoon at Sheffield Cathedral. Parents and Carers are invited to attend the performance to celebrate the fantastic achievements of the children.

**A CPD session for as many members of your staff as you like!**

A CPD twilight session will be held at Sheffield Music Hub’s new dedicated learning space at Stadia Technology Park from 4-6pm on **Monday 15th January**. It is expected that the **class teachers** of the children who will be performing attend this session, and we also invite any other members of your school staff to join them: bring the whole team if you want to! Attendees will learn the songs for the Festival, and be guided to develop their teaching practice with great techniques for teaching songs to children and working with young voices. This project will have the biggest impact on your school’s music strategy if non-music specialists can access this CPD session.

**A song resource you can use with your whole school**

The Singing Festival will use a selection of songs from Out of the Ark’s high quality, tried and tested resources. All of the songs come with vocal and backing tracks, fully interactive whiteboard lyrics that allow you to skip between verses and choruses, lyric sheets you can print, and teaching tips to help you get the most out of the experience. And because you can send as many of your staff as you like to the CPD session, the *whole school* can benefit from this project.

**All of this for just £75**

Singing Festivals are heavily subsidised by Sheffield Music Hub using money from the Arts Council England Music Education Hubs Grant. We ask each school to make a contribution of £75 towards the Festival. This covers all of the elements outlined above (CPD, in school teaching sessions by Music Hub specialists, a high-quality reusable resource, and a performance opportunity with live band in a prestigious concert venue).

**Timetable**

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| **Date:** | Monday January 15th 2018 |
| **Time:** | 1600 - 1800 |
| **Venue:** | Sheffield Music Hub, Block C, Stadia Technology Park, 60 Shirland Lane, Sheffield. S9 3SP. |
| **Process:** | CPD Session led by Sheffield Music Hub. Your designated class teacher(s) **must** attend, but any other staff are welcome. |

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| **Date:** | Throughout January, February and March |
| **Time:** | Negotiable |
| **Venue:** | Your School |
| **Process:** | Music Hub Singing Specialists will come to your school twice to work with your chosen class(es). Your class teachers will teach the children the skills and songs needed for the performance throughout the term. |

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| **Date:** | Tuesday March 13th 2018 |
| **Time\*:**  **\*** Precise timings subject to slight change. | 0920: Arrival  0930 – 1040: Rehearsal  1100 – 1140: Performance (open to parents arranging free tickets in advance on a first come, first served basis). Or  1300: Arrival  1305 – 1410: Rehearsal  1430 – 1510: Performance (open to parents arranging free tickets in advance on a first come, first served basis) |
| **Venue:** | Sheffield Cathedral, Church Street, Sheffield, S1 1HA |
| **Process:** | Final Rehearsal and massed choir performance. |

**Transport**

We ask that the school takes responsibility for safe transport of the children to and from Sheffield Cathedral, and we will be in touch after you’ve signed up to let you know details about parking and logistics at the Cathedral.

**Photographs and filming**

Sheffield Music Hub may be taking photos and videos of the performance, so you will need to be sure that all the right permissions have been obtained. We will be asking your school to take care of this and it will be your school’s responsibility to identify to the photographer any students that cannot be photographed/filmed.

**Risk Assessments**

Sheffield Music Hub and Sheffield Cathedral will take responsibility for risk assessments at Sheffield Cathedral. We would ask that the school takes responsibility for the safe transport of the children and for adequate supervision of the children at the venue.

**What you need to do now**

Please complete the form below and return it **by Friday December 8th 2017**. If you have any further questions, please contact Peter.Taylor@Sheffield.gov.uk, or by phone on 0114 250 6861 (Monday to Thursday). We are thrilled to be able to offer this opportunity and look forward to hearing from you.

Yours sincerely

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| Peter Taylor  Singing Project Co-ordinator  Sheffield Music Hub |  |
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**Springtime Singing! – Primary Schools Singing Festival**

Please return by **Friday 8th December** to:

**Peter Taylor,**

**Sheffield Music Hub,**

**Block C, Stadia Technology Park,**

**60 Shirland Lane,**

**Sheffield, S9 3SP**

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Name of School: …………………………………………………………………………………

agrees to participate in “Springtime Singing!” and agrees to the terms set out below.

Year Group (KS2)………………Number of classes ……………… Number of Children ….………….

Preferred session on Tuesday 13th March: Morning / afternoon (please delete as appropriate).

We will make every attempt to fit you into your preferred session, but cannot guarantee this will be possible.

Please tick the appropriate boxes below

* I understand that the class teacher(s) of the class(es) attending the Singing Festival must attend the CPD Twilight session on Monday 15th January, and that we can also bring any other members of staff who wish to attend:

Please write the **total number of staff** you will be bringing here ……………

* We are an Academy school, and enclose a cheque for £75 (made payable to “Sheffield City Council”) as our contribution towards the Singing Festival.

***Or***

* We are a Community school and authorise for £75 to be debited from our account via a negative cash advance as our contribution towards the Singing Festival.
* Class teachers agree to prepare the children for the performance including weekly sessions in class to learn the songs. Teachers will be actively involved in all stages of the project.
* The school will bring the required number of adults to supervise children whilst out of school.
* The school will ensure that appropriate permissions are in place for photography and filming.
* The School will be responsible for the safe transport to and from Sheffield Cathedral, arriving at the agreed time
* Children will bring a drink and a snack for a break during the sessions.

Please provide the name(s) and email address(es) of the class teachers who will attend the CPD, and who will be teaching the songs to their classes. All correspondence will be directed to them, and copied to your school’s enquiries address.

Class Teacher 1 name:………………………………… Email address …………………………………….

Class Teacher 2 name:………………………………… Email address …………………………………….

Signature of Headteacher: ……………………………………Date:……………………………