

Variety Kids Choir

Charter Guidelines NSW/ACT



Introduction

This Charter defines the purpose of the Variety Kids Choir which is an exciting high quality and inspiring Vocal Choir with a contemporary music focus

The objective of the Variety Kids Choir is to empower children 12-18 years in NSW/ACT;

- a) providing members the opportunity for personal and professional growth
- b) providing members with experiential mentoring, leadership and philanthropic opportunities

by offering coaches and management by Music Industry Professionals.

Vision

For all Australian children to attain their full potential, regardless of ability or background.

Inclusion Statement

We value and celebrate diversity and difference in our commitment to creating a more inclusive world. We recognise that the Variety Kids Choir will be a successful initiative if our members, stakeholders and audiences feel valued, respected and included.

Membership will be based on talent and our selection process will use best practice methods to attract and retain diverse talents and to accommodate individual needs where appropriate.

Authority

The Variety Kids Choir (VKC) is funded and directly accountable to Variety NSW/ACT however the Choir will be facilitated by music professionals at Big Music. In accordance with the Memorandum of Understanding (MOU), Big Music is charged with:

- a) Ensuring members and their families' are supported in a person-centred manner
- b) Providing appropriate venue/space inclusive of any related equipment & resources required as part of agreed rehearsal schedule
- c) Planning, development, implementation and review of all VKC material and performances (in consultation with Variety NSW/ACT)
- d) Ensuring members of the VKC are appropriately supervised during rehearsals and associated performances
- e) Reporting agreed outcomes to Variety NSW/ACT as required
- f) Ensuring all relevant policies and procedures are followed
- g) Reporting any concerns, risk, near misses and incidents, related to Work Health and Safety and Child Protection directly to Variety NSW/ACT and associated authorities where required

Application/Audition Process

For a chance to become a member of the VKC, each child will need to

1. Go to the website here and complete an application (you may need to create an account first if you have never applied through Variety before)

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2. Record a video of the child singing. Select ONE audition piece from our audition pack [here](#). We will accept video recorded on an iPhone as long as the child can be seen and heard clearly.
3. Upload the video onto the application form, complete the rest of the application form and hit submit. (You will be sent an email confirmation that your application has been received. Kids Support team may be in touch with you if we require additional information or clarification)
4. Successful applicants will then move onto Stage 2, which will require an audition in front of a selection panel (at a location in Sydney)

Audition Panel

An audition panel will be made up of

- a) VKC Musical Director (Big Music)
- b) VKC Manager (Big Music)
- c) Variety NSW/ACT delegate/s
- d) Impartial Third Party delegate (i.e. not employed by either Variety NSW/ACT or Big Music)

Membership

- a) If a child is successful in the audition process (stage 2), they will be formally offered a position of members into the VKC by Variety NSW/ACT
- b) Unsuccessful applicants throughout any of the above stages may eligible to re-apply when recruitment opens again at an identified time
- c) The choir will consist of approximately 14 kids/members between the ages 12-18 years with the possibility of increasing membership if required
- d) The Variety Kids Choir (VKC) will consist of a Musical Director & a Manager provided by Big Music.

A VKC Member may resign from the Choir if requested. The member will then cease to be a current member of the VKC. If it is identified that the position need to be filled, Variety NSW/ACT & Big Music will commence an audition process.

Costs for Membership in the Choir

- a) Membership (successful applicants) for the Variety Kids Choir is a once off fee of \$80 (no additional funds will be requested). This is payable to Variety NSW/ACT prior to the first lesson (payment plan can be agreed upon). This fee covers a choir kit including but not limited to, uniform, hat, back pack, water bottle.
- b) Travel to and from rehearsals is at the cost of the Parent/Carer and other staff members
- c) Travel costs (including accommodation where necessary) for members and staff to attend performances (i.e between Big Music/Sydney and performance location) will be covered by Variety NSW/ACT. Each planned performance will have a spending plan which outlines all associated costs covered by Variety NSW/ACT.

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Term

- a) A Musical Director & Manager will be appointed by Big Music in consultation with Variety NSW/ACT. The position will be replaced where needed and identified.
- b) Each VKC Member (child) will be appointed for an initial 1 year term. Extensions may be offered at the discretion of Variety NSW/ACT in consultation with the Musical Director and Manager. Total duration of service on the VKC should not extend beyond a member's 19th birthday year.

Orientation

VKC Members and their families will be invited to an orientation prior to lessons commencing where they will have the opportunity to meet other members, Variety NSW/ACT and Big Music staff.

Member Expectations

Members along with the Parent/Carers are encouraged to consider the following before applying:

- The VKC will meet in Sydney for rehearsals every second Sunday during School terms (minimum 24 sessions over a 12 month period). Additional rehearsals may be required with sufficient notice provided to members and their parent/carers.
- There will be 3 professional performances (at a minimum) scheduled each year. Performances may be scheduled around NSW & ACT and potentially interstate or overseas. As outlined above, Variety will be covering the travel/accommodation costs of members and staff to attend such performances.
- Each member of the VKC is required to commit to the time and preparation requirements for attending set rehearsals in Sydney. Performance schedules are provided in advance to allow members and their Parent/Carers time to plan and prepare.
- If VKC Members are absent or consistently late for an identified number of rehearsals and performances, the Musical Director in consultation with Variety NSW/ACT will have discretion to require that member to step down from the Choir.
- All VKC members will be required to uphold the Values of Variety NSW/ACT, along with signing a VKC Contract and Code of Conduct (to be supplied to successful applicants). If a member, supporters or parent/carers are in breach of any of these, they may be asked not to return to any VKC initiatives, rehearsals and performances and/or stood down permanently from the Choir.

Privacy & Confidentiality

All members will need to have a Parent/Carer sign a publicity waiver which will allow Variety NSW/ACT to use any photos or video for publicity purposes across but not limited to, social media platforms, website, newsletters etc.

All personal information related to the VKC members will be held by Variety NSW/ACT and Big Music. This information will not be shared with any third party without the direct permission from the Parent/Carer.

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Reporting & Outcome Measurements

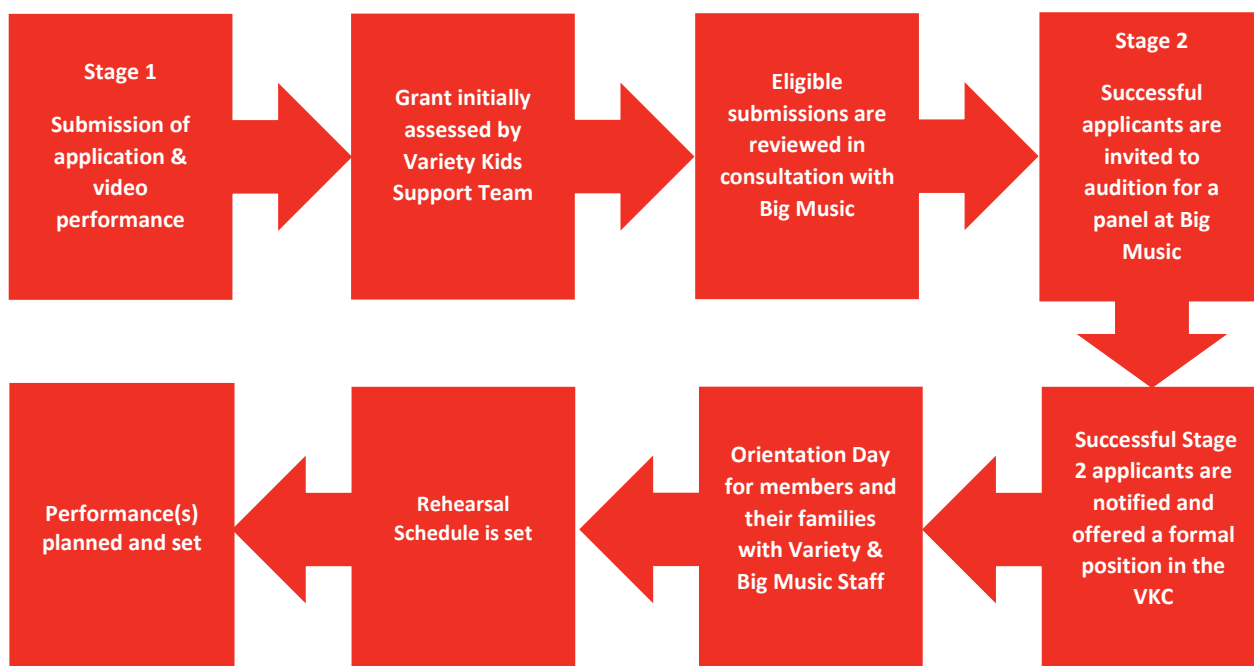
The VKC Musical Director & Big Music will be responsible for completing weekly observations and regular reporting for Variety NSW/ACT. VKC Members and Parent/Carers will be required to complete at a minimum, quarterly short surveys.

All reporting methods mentioned above will be used to both continually review and assess both the Choir and students so the appropriate support can be introduced where reasonable and improvements where identified. At no time during any external reporting, will a child's identity be published without the permission of the child/member and the Parent/Carer prior to any publication.

Review of Charter

This Charter will be reviewed annually between Variety NSW/ACT, Big Music and the Kids Support Governance Committee where objectives will be reviewed and evaluated on an ongoing basis.

Summary



VERSION CONTROL & REVIEW

Version Control

Version control is important for accountability. It enables you to know which version of a document is the most recent, or which version was used at a certain time. Version control may be required:

- when there are multiple users updating a document
- when a dataset is updated in multiple locations
- when multiple copies of a dataset are developed for different purposes.

Each new version of the document is to be saved separately and given a new file name. When modifying a document, the file name should include:

- version number (e.g. v1, v2, v3)
- initials of the person who modified the data (e.g. JM, KM, SC)
- date modified (e.g. 10/02/18)
- status of document (e.g. draft, review or final)

Review

A review is to:

- ensure that they are implemented as they were intended
- assess how often they are used and how accessible/practical they are
- determine if changed circumstances render them less relevant and should be undertaken every **12 months**

A review will be initiated by the Head of Kids Support in consultation where required with, the Kids Support Team, CEO, Committee Chair, Chief Barker and Committee Members.

Please note any amendments to this document may be required to be approved by the Variety Board and Chief Barker.

File Reference	KSC0005		
Created By	Head of Kids Support & Variety CEO, Committee Chair & Chief Barker		
Date Created	1/2/19	Maintained By	Head of Kids Support

Version Number	Modified, Reviewed or Approved by	Modifications Made	Date	STATUS Draft, Review or Final
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<i>V1</i>	<i>MT</i>	<i>Creation of document</i>	<i>1/2/19</i>	<i>Draft</i>