



Rock the Schools Agreement 2013

Please complete and return this form to Rock The Schools:

Email info@schooltoursaustralia.com.au
 Phone 02 8968 2808
 Fax 02 8968 2899
 Post Rock the Schools Tour
 Level 1, 156 Military Road, Neutral Bay NSW 2089

Section A: Contact Information

To secure your booking for Rock the Schools 2013 we need the following information about your school. It is important to return the form with all the questions answered so we can ensure the concert and workshops run smoothly.

The Student Promoters are to be nominated by you and should be students who have an interest in marketing and promotion, strong leaders and who can encourage and excite the rest of the student body about our visit. We will provide you a pack to give to these students, to help involve them to raise awareness of the Rock the Schools visit to your school. This pack will include a brief job description and basic overview of music marketing and promotion and tour posters to be hung in the school.

Thank you for your co-operation and your commitment to Rock the Schools 2013.

Day / Date of Visit:						
School Name:						
State:	QLD	NSW	ACT	VIC	SA	WA
School Phone:						
School Address:						
Cross Street closest to main entrance:						
School Population		School Type	Co-ed	Girls	Boys	
Contact Teachers Name:						
Contact Teachers Mobile		Contact Teachers Email				
Secondary Teachers Name:						
Secondary Teachers Mobile:		Secondary Teachers Email				
Principles Name:						
Principles Number		Principles Email				
Student Promoter Name (1)				Year Group / Age:		
Student Promoter Name (2)				Year Group / Age:		

Section B: Concert Information

To guarantee excitement and transform your school venue we will bring \$750,000 worth of audio and lighting equipment with us on the day. It is important to have the correct information below to ensure the success of the visit.

Because of weather concerns, our preference is for the performance space to be indoors. If you need to arrange an alternative please discuss with the Rock The Schools Tour Manager. Please supply one or several photographs of the performance space with this completed agreement so that we can keep these on file.

Venue information (please tick the appropriate box)





Venue information <i>Please circle the appropriate box</i>	Assembly Hall	School Theatre	Performing Arts Room	Multi Purpose Gym
Other			Capacity of Venue:	
Is there a stage?	YES / NO	Permanent or Demountable		
Stage Dimensions <i>Please include height</i>				

In order to bring in the equipment to the performance venue, we need some information about the access. We have two tour vehicles, and an 8-tonne truck (approx. 11m long) which we will require venue/stage access for to unpack the audio and lighting equipment. Where is the best place for us to do this?

What is the access to the venue?	Flat	Stairs	If stairs, how many?	
Best school entrance for the truck and vans				
Best place to unpack audio / lighting gear?				
How far away is the performance area where we unload the truck?				

Section C: Power Requirement (Three Phase Power)

As this is a professional show we require three phase power, or the equivalent. The different power types are outlined below. Note that Option A is the preferred power type. If you don't have any of these, please notify us

Please CIRCLE the one that your school has:	
<p>Option A : Preferred Power Type 1 x 3 phase outlets 5pin 32 amp.</p> 	<p>Option B 1 x 3 phase outlets 5pin 20 amp.</p> 
<p>Option C: Standard wall power point</p> 	<p>Option D 1 phase input/output 15amp</p> 

If you have circled Option A or B, where is the 3-phase power supply located? The 3-phase power should be no more than 50m from the stage/performance area.

Section D: Scheduling and Workshops / Concert Information

The below outlines timings that we need to effectively run the day as well as a suggested itinerary. A separate venue / classroom less than 5 minutes from the performance space will be required for the afternoon workshops run by our crew in association with our education partner, SAE Institute. The concert is held at lunchtime so that the maximum number of students can attend. In our experience, students get the most out of this time when 50 – 60 minutes is set aside for attendance.

Please outline your preferred timings for our visit to your school:		
OUR TIMINGS	INFORMATION	YOUR PREFERRED TIMINGS
8:00am	<p>ARRIVE + BUMP IN (2.5 hours) Students will assist the Rock The Schools crew with moving gear from the trucks into the performance space and assist with 'hands on' stage, production and lighting equipment set up <i>20 – 30 students interested in music, performance, entertainment or stage.</i></p>	PLEASE FILL OUT
10:30am	<p>WORKSHOP 1: Live Sound Workshop (30 minutes) Students are taken through how sound works and the latest in digital technology - the Digico SDO digital mixing console. <i>Held in the performance space for up to 100 students in any school year interested in music, performance, entertainment, electrics, computer studies etc.</i></p>	PLEASE FILL OUT
11:00am	<p>WORKSHOP 2: Pro Tools Master Class (30 minutes) Students will have the opportunity to learn how to use industry standard recording software, Pro-Tools (found in bedroom studios to the biggest recording studios in the world). <i>Held in the performance space for up to 100 students in any school year interested in music, performance, entertainment, electrics, computer studies etc.</i></p>	PLEASE FILL OUT
12:30pm	<p>LIVE CONCERT (50 - 60 minutes) Including an electric performance, great atmosphere and lots of freebies! After the gig, students will also get the chance to get autographs and meet the band. <i>The whole school (yr 7 – 12) are invited to attend</i></p>	PLEASE FILL OUT
1:30pm	<p>WORKSHOP 3: Band Q&A (30 minutes) This workshop allows the students to ask the touring band for advice on making it in the industry as a performing artist. <i>Held in a separate classroom for up to 100 students in any school year interested in music, performance, entertainment,</i></p>	PLEASE FILL OUT
2:00pm	<p>WORKSHOP 4: Music Industry Workshop (30 minutes) This workshop is designed to showcase the business side of the industry and how students can use their skills to pursue a career. It outlines various roles that exist in the music industry including management, publicity, marketing and booking agent, <i>Held in a separate classroom for up to 100 students in any school year interested in music, marketing, commerce, graphic design or art, legal studies and commerce.</i></p>	PLEASE FILL OUT
2:30pm	<p>WORKSHOP 5: Music & Entertainment Industry Opportunities for Aboriginal Students (40 minutes) An optional workshop developed for Aboriginal students enrolled in your school, providing practical advice and tools to these students to aid in studies and/or accessing career opportunities in the local area, within the Music & Entertainment industries. <i>Held in a separate classroom for up to 100 students in any school year interested in music, marketing, commerce, graphic design or art, legal studies and commerce.</i></p>	PLEASE FILL OUT
2:30pm	RTS Commences pack down / departs school	

Section E: Photography and Filming

As a well known program within the local community we will from time to time have media present. We also document the day through photography and video which is then uploaded to our online channels for the broader school community to engage with once we leave your school.

We understand however that schools have varying policies with regard to the filming and photography of students, and where these images may be used. If we cannot film or photograph freely, we would like you to please select a group of 20 students that have parental permission to be photographed and filmed. Once we receive this form back, we will provide you with a media release form to send onto the parents of these selected students to sign prior to the concert. These are to be given to us on the day of the tour.

Please indicate below what level of restrictions apply to your school:		
Level 1	There are no restrictions on filming students. Your school will have on file media release forms signed by parents. Rock the Schools Tour is allowed to film and photograph students participating.	
Level 2	Your school has some restrictions on filming students. As the liaison teacher, you are responsible for selecting ten students (mix of sex and age groups) to be filmed by our crew.	
Level 3	Your school has strong restrictions on image capture and does not allow any individual photographs to be taken or the filming of students. Please Note: This may mean that the tour cannot come to your school.	

Section F: Sponsors

Rock the Schools is only able to be a free-to-students program with the support of our sponsors and partner. This involves a television commercial being played as the students enter the hall, as well as sponsor banners being displayed. We also have giveaways for the students throughout the concert. In no way do we promote the school's endorsement of these brands. No sponsor or material which is considered inappropriate for high school children will be used.

Do you understand and agree to this?	YES	NO

Section G: Publicity

To make the Rock the Schools event as successful as possible, we ask that you help us in promoting the event throughout the school. It is especially important that all teachers see the value to students, and that students are aware we're coming to make the most of the day. The following are suggested activities to help make the day a success before we arrive;

- Include a short article in your school newsletter (we can supply copy and images if required)
- Put our visit in your online school calendar
- Make an announcement at school assembly

Section H: Catering

In exchange for our free visit your school we ask that you kindly provide lunch and bottled water for our crew and touring band (up to 12 people).

Please note that to keep our crew and bands are on the road for up to 5 months at a time, so we encourage healthy and substantial meals to ensure energy levels are kept high. Below are lunch ideas to organise through your school canteen or other catering partners (however we do welcome variety);

- Sandwiches with a variety of healthy fillings
- Lasagne or pasta bakes with salad
- Soup and wholemeal bread rolls
- Curry and rice
- Salad platters (mixed garden / pasta / potato / noodle salads) with wholemeal bread rolls

We encourage as many students to get involved in the day, and suggest that your home economic and hospitality students gain experience catering for an event when we Rock the come to visit.



SUMMARY OF AGREEMENT:

Rock the Schools agrees that:

- All crew will be in uniform and clearly identifiable.
- All crew and bands will have a complete National Police Check as well as any state specific requirements for working with children.
- All crew and bands will be completely drug and alcohol free.
- Provide staff and students with earplugs where requested.
- Maintain safe sound pressure levels for the duration of the concert.
- All media and guests will adhere to the school's visitor policies.
- Provide schools with all applicable publicity material

Our school agrees to:

- Provide the largest school venue for the concert, with 3-phase power and a stage (where possible, as well as provide photographs of this).
- Minimize the occurrence of conflicting school events.
- Promote Rock the Schools within your school as much as possible.
- Allow the maximum number of students to come to this performance.
- Include all year levels in the concert and music workshops.
- Provide a teacher liaison to be the point of contact and other teachers to supervise students on the day.
- Supervise a key Student Promoter (and other students who show interest) who do all pre-tour promotion at your school (using the provided Student Tour Liaison Job Description as a guideline).
- Give assembly and classroom notices in the 2- 4 weeks leading up to the event.
- Allow various sponsor elements to occur during The Tour, such as prize giveaways, on-stage signage and other requirements that we have.
- Supply the crew and band with lunch and bottles of water.
- Confirm the above with the school principal.

We understand that the Rock the Schools Tour is supplied free of charge, due to the support of government and corporate partners.

Contact Teachers Signature	
Contact Teachers Name	
Date Signed	

(Vice) Principles Signature	
(Vice) Principles Name	
Date Signed	

**Thank you for taking the time to complete this agreement.
We look forward to rocking your school.**