

# Scunthorpe & District Choral Society

## Policy for Engagement of Professional Musicians for Performance

It is normal practice for Scunthorpe & District Choral Society to engage professional musicians to perform alongside it at Concerts. This provides the opportunity for the choir and audiences to experience high quality musical performances, as well as providing employment and career experience for the musicians. Musicians we engage from time to time include but are not limited to:

- Conductors
- Soloists
- Instrumentalists
- Entire orchestras or bands
- Other choirs (e.g. children's choirs)

In order to ensure both the Society and the performers are protected, and that the balance of performers is as required for each concert, the following procedures are to be adopted:

1. Before any performers are engaged the committee must consider and agree the number and categories of professional performers required and specify any additional requirements, such as the style of a performer or the balance between soloists. An agreed committee member should be responsible for booking particular performers from those sought, and provided with a range of acceptable fees.
2. The performers should be booked as soon as reasonably practicable after the discussion in (1) above.
3. Except as noted below performers must be booked through an agent or through an organisation which promotes quality performers (such as a music conservatoire or the Josephine Baker Trust for soloists) if reasonably practicable. This is to reduce the risk in the event that one is unable to perform at short notice. The exceptions to this clause are:
  - a. established groups of performers (such as choirs, bands and orchestras),
  - b. our usual chorusmaster or accompanist, and
  - c. specific individuals whom the committee agrees to invite to perform.
4. The committee will agree a standard contract for use for all professional performers. This must be used as the starting point for negotiations with the performer (or their agent). The purpose of the standard contract is so that both parties have clarity on what is expected of them, and what the fees and expenses will be. The standard contract may be revised from time to time, and as a minimum should be reviewed at the same time as this policy.
5. In the event of significant deviations being sought from the standard contract, the committee member responsible must seek the approval of the chairman before agreeing.
6. In the event of a fee being sought which is outside the range agreed in advance by the committee, the approval of the chairman and the treasurer must be sought before the fee is agreed.
7. In the event of a contracted performer being unable to perform for any reason they must (through their agent if appropriate) contact the committee member responsible for booking them at the earliest opportunity. The agent is responsible for providing a suitable replacement. In the event that there is no agent, the performer may suggest an alternative performer, but they do not have the authority to book an alternative. The committee member responsible must consult with the chairman, and if necessary with other members of the committee, before booking a replacement.

Policy reviewed and adopted by the committee 22<sup>nd</sup> June 2026

Signed.....

A Godfrey (Chair)

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