

PRACTICE ROOM BOOKING GUIDELINES

RATIONALE

There are 56 practice rooms in the Conservatorium. These are a valuable and high-demand resource shared between tertiary students and The Open Academy (OA) non-tertiary students. Practice rooms on levels 1 and 3 are available to registered OA students enrolled in Play at the Con, Rising Stars and Short Courses. The introduction of the on-line booking facility will assist in the management.

OA teaching programs take place in practice rooms, but other teaching spaces will be utilised wherever possible to ensure the maximum availability for practicing is maintained.

NB. The use of any room or venue in the building for private reasons or benefit (such as teaching) is not permitted. These venues are not for hire. CHS students are not permitted in these practice rooms with exception of the Organ Practice Room.

GUIDELINES

Usage Rules

Food or beverages are not permitted apart from bottled water. Nothing is to be placed on pianos other than music.

- Rooms and equipment including pianos to be respected at all times
- Pianos;
 - o No objects to be placed on pianos except music (no water, or food of any type)
 - o They must not be moved
 - o Strings and dampers must not be touched
 - o Pianos must be closed after use
 - o The protective string cover must not be removed
- Students must not open rooms for others. Rooms with swipe access are monitored and reviewed regularly. Breaches of any rules may result in privileges being revoked.
- Only authorised occupants are permitted in rooms.
- You must carry your student card or OA identification with you at all times and present it to Conservatorium staff or security staff on request.
- Without exception practice rooms are to be used for practice only. No teaching, lessons or non SCM/CHS activities are permitted.
- Music stands, base boards, stools etc must be returned to their original location.
- Do not obstruct the glass viewing panel or remove sound panels.
- Breaches of any rules may result in the rights to practice in Conservatorium Rooms revoked.
- Please turn out the lights and air-conditioning when you leave.

CHS students or students participating in AMEB examinations are not permitted in these practice rooms.

Access Times

Tertiary Students – General Practice Rooms

Bookings up to 3 days in advance

Maximum 2 hours per booking. 2 bookings per day

Hours Available

- Monday – Saturday 7am – 10pm Levels 1 to 4 inclusive
- Sunday and Public Holidays – 10am – 6pm Level 3 only

Open Academy Students – General Practice Rooms

Requests must be a minimum 24 hours in advance (not including weekends)

Maximum 1 hour per day

Monday – Friday 4pm – 10pm Level 3

Saturday 9am – 5pm Level 1 Rising Stars, Level 3 other students

Sunday and Public Holidays – no access available

Specialty Rooms

Level 3 Grand Piano Practice Rooms ‘Pianoland’

These rooms may only be booked by the following students;

- Piano Major students enrolled in BMus Performance
- Post Graduate Piano students
- Jazz Piano Majors

Maximum 2 hours per booking. 2 bookings per day

HIP Practice Room

This room may be booked only by students enrolled in Historically Informed Performance

Maximum 2 hours per booking. 2 bookings per day

Organ Practice Room

This room may be booked only by Organ Major and CHS Organ Students.

Maximum 2 hours per booking.

Jazz Practice Rooms

These rooms may be booked by Jazz Drum majors, Jazz Bass majors, Jazz Guitar majors, Small Ensembles up to 6 persons that contain either drums, bass, piano or guitar

Maximum 2 hours per booking. 2 bookings per day

Vocal Practice Rooms

These rooms are prioritised for Vocal Major Students.

Non-vocal students are asked to book General Practice Rooms.

Maximum 2 hours per booking. 2 bookings per day

PROCEDURES

Tertiary Students

Go to the <https://sydney-con.libcal.com/spaces?lid=4385&gid=7423> booking site to see available rooms and book.

Follow the instructions to place your booking.

An email will be sent to your uni email address. Confirm this within an hour otherwise the booking is released.

Please cancel your booking if you don't require it via the same on line system.

OA students

Contact the associated OA Program Officer a minimum of 24 hours in advance to make the booking on your behalf.

You will be able to see your booking on line, but not be able to change it.

Jazz practice room	1068	General practice room	3055	General practice room	3081
General practice room	1088	Organ practice room	3056	General practice room	3082
General practice room	1090	General practice room	3058	General practice room	3085
General practice room	1092	Piano Practice Room	3061	General practice room	3086
General practice room	1094	Piano Practice Room	3062	General practice room	3087
General practice room	1096	Piano Practice Room	3063	General practice room	3088
General practice room	1101	Piano Practice Room	3065	General practice room	3089
General practice room	1102	Piano Practice Room	3066	General practice room	3090
General practice room	1103	Piano Practice Room	3067	General practice room	3102
General practice room	1104	Piano Practice Room	3068	General practice room	3103
General practice room	1110	Piano Practice Room	3070	General practice room	3104
General practice room	1111	Piano Practice Room	3071	General practice room	3105
General practice room	2172	Jazz practice room	3072	General practice room	3106
General practice room	2179	Piano Practice Room	3073	General practice room	3107
General practice room	2180	HIP practice room	3075	General practice room	3109
General practice room	2181	General practice room	3077	General practice room	3110
General practice room	2182	General practice room	3078	Vocal Practice Room	4009
General practice room	2183	General practice room	3079	Vocal Practice Room	4012
General practice room	3054	General practice room	3080		