

IMEA JUNIOR AUDITIONS

General Information for Directors, Students and Parents

Location Summit Hill JH is located at 7260 W. North Avenue, Frankfort, 60423, on the corner of Harlem and North Avenue. Please note that direct access to North Avenue is only possible when traveling southbound on Harlem Avenue. If coming from the south, you will need to drive through the neighborhood to get to the school. You may take Frankfort Square Road or 80th Avenue to North Avenue (and then go east to the school)

Upon your arrival

Check-in/Information: Tables will be located inside both entrances for check-in. All students must check in immediately upon arrival. When coming by bus, the director should check in the students while they wait (out of the traffic flow).

Busses will unload in the front/east lot by the flag pole. Busses may park in this lot or in the Hunter Park lot west of the school's west parking lot.

Parking for automobiles will be in the back/west lot.

Warm-up rooms have been designated as follows:

String warm-up room	Large gym and 116; 117 for tuning
Vocal warm-up room	Small gym
Winds/Brass/Percussion	Large gym

Snare drummers are asked to please bring practice pads!

Warm-up rooms will be monitored by Summit Hill Junior High School personnel. These are the **ONLY PLACES** that you are permitted to play or sing outside of the audition rooms.

Hallway noise: It is imperative that noise in the hallways be kept to an absolute minimum. This is a request of directors, chaperones, parents and students. We want to provide a quality audition environment for each student participating and we need your help. In some locations we have double sets of doors which we request be kept shut to help with noise levels. Please remind **EVERYONE** attending auditions that a respectable level of quiet must be maintained throughout the day.

Cafeteria The cafeteria will be open for the duration of the audition day. Parents and students are invited to visit our cafeteria. **ALL FOOD AND DRINK MUST REMAIN IN THE CAFETERIA!**

Smoking Smoking is not permitted anywhere in the school or on school grounds.

Audition rooms are for the student and judge only. No one else shall be admitted during a student audition.

Audition Headquarters will be located in the Learning Center. Only IMEA officials are allowed entrance to this room.

General Information for Directors:

- Please share the above information with all of your students and parents who will be attending IMEA auditions.
- Please remind all attendees about the need for quiet in the hallways – no singing, no playing, no warming-up or loud conversation.
- If you have any concerns or issues with the audition procedure, facilities, or any other situation that occurs on your visit to Summit Hill Junior High, you should direct your concerns to Kim Coughlin, the Audition Chairperson, who can either answer your question or direct you to the Choral, Band, Orchestra or Jazz Chairpersons.
- If you have scheduling concerns, please contact Justin Sisul.
- Please remember that ***under no circumstances should a director discuss any situation with a judge.*** The judges are not IMEA officials and will not have the information to assist you in any situation. Again, if you have an issue, find Kim Coughlin or the appropriate area chairperson. Please refrain from interaction with the judges other than a friendly “Hello!” We appreciate your cooperation in maintaining the integrity of the audition process.
- The Summit Hill Teachers’ lounge (room 119) will be available to directors throughout the day, with the exception of the judges’ lunch hour. We ask that this area be designated for directors and Summit Hill parent volunteers only.