

JAZZ COURSE UK INFORMATION PACK - EDINBURGH

**PLEASE ENSURE THAT YOU BRING THIS INFORMATION PACK
WITH YOU WHEN YOU ATTEND THE EDINBURGH COURSE**

Information pack includes information on

**the Jazz Course UK ethos
course content
transport links & on site facilities
maps & diagrams
the course components explained in detail
terms and conditions
questionnaire**

<http://www.jazzcourse.co.uk>

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JAZZ COURSE UK - WELCOME PACK

Thank you for your interest in Jazz Course UK! We are one of the UK's leading providers of short break courses for creative musicians and we trust that you will find the programs we offer enjoyable, educational and valuable. Included in this pack is everything you need to know about the course you have applied for including course objectives and schedule.

Venue information, travel directions and any other information that is pertinent to your enjoyment and stay. Information relating to detailed course descriptions, dates and fees can all be found on the Jazz Course UK website or current brochure. Once you have read through the pack, if there is anything you still need to know please contact us by e-mail or by phone.

Jazz Course UK Ethos & Objectives

Our approach is to help musicians learn through a combination of ensemble playing, instrument and voice group coaching, performance and recording in a friendly, non threatening atmosphere.

Students will be able to further develop their musical and creative skills through practical application of areas taught on the course such as jazz theory, arranging, comping, voicings, improvisation techniques etc., whilst increasing their confidence in all areas of jazz performance.

Emphasis is given to the practical elements of playing and performing. Students have the opportunity to record and to perform a concert in a public venue on certain courses.

Jazz Course UK's Edinburgh International Jazz Summer School

Set in the beautiful Scottish capital of Edinburgh, the six day Edinburgh Jazz Summer School is our flagship program. This is an exceptional opportunity to combine development in playing, recording and performing Jazz whilst enjoying the world's greatest arts jamboree, the "Edinburgh International Festival". The course benefits from having the largest tutor roster of any of our courses. This course is designed for intermediate to advanced musicians.

Dates for the Edinburgh course can be found on our current brochures, on the website or by calling Jazz Course UK direct.

Introduction

The six day Edinburgh Jazz Summer School residential program offers just about everything a musician could wish for. Tutored ensemble playing and instrumental workshops throughout the day, then jam on into the evening with your fellow students. After all this, you can then savour the world's greatest and most diverse international arts festivals taking place just a seven minute journey away by train from the nearby station!

Living on campus using the residential accommodation will help you get the very best out of your weeks music. Enjoy on-site catering and leisure facilities at the college and take advantage of easy access to and from the city centre. Six nights accommodation is included in the course fees and you may opt to extend your stay over either weekend before and after the course.

The music facilities at the college are first rate and include four studios, ten practice rooms and a main performance area. Full backline, drums, PA and keyboards are all at hand. These facilities are made available to you outside of course hours for rehearsals and more informal jam sessions as mentioned earlier.

Students on the course can expect a well structured programme focusing on improvisation, ensemble playing, performance and recording techniques, stylistic skills, Jazz harmony, composition and much more. You will not only record with fellow students, but you will perform to the public and friends at the end of the course!

Vocalists work with our vocal tutor in the vocal specific training room whilst each of the instrument sections will benefit from group sessions with the instrument specific tutor.

NOTES

- ***This course is aimed at intermediate to advanced instrumentalists and vocalists.***
- ***Prior improvisation experience is essential, all chromatic instruments welcome.***
- ***The course runs from 10am - 4.30pm each day.***

Edinburgh – Venue Information sheet

Venue	Jewel and Esk Valley College
Location	Milton Road East Portobello district (South-East)
Travel Links	Please see next page for Air / Rail / Bus / Car travel information
Parking	Unlimited on-site parking
Catering	On-site cafeteria, average meal £3, open for breakfast / lunch / dinner (breakfast included for residents) Drinks/Snack machines
Disabled	Performance suite is on ground level. Some ensemble rooms are accessible by stairs only.
City Access	City centre is 7min by train or 15min by bus.
Residential	Please see page eight for details.
Access	24hr access to the college and for checking in/out of rooms. Music facilities open during course hours and between 4.30 -9pm for jam sessions.
Equipment	Drums, backline - guitar, bass and keyboard amps, key boards and vocal PA all are provided. Please bring a music stand if you are able to, there are a limited number available. Equipment can be left on the premises at your own risk.
Rehearsal	Ten rehearsal rooms fully equipped as outlined above. A performance area is also used throughout the week.
Recording	Two fully equipped studios on-line plus two others available if needed.

Edinburgh Jazz Summer School

Transport Links

with Jewel and Esk Valley College, Milton Rd Campus EH15 2PP

Jewel and Esk Valley College - Milton Rd Campus is located on Milton Road East in the Portobello district of Edinburgh. It is medium sized campus with a recognisable central building that resembles a ship!

Air

For low cost airlines Go and Easyjet fly to Edinburgh from various UK airports.

Buses run every 10 minutes from Edinburgh airport to Waverley Bridge where you can change to rail from Waverley Station to Brunstane (frequent trains, takes 7 mins) which is 200 metres from the Milton Road Campus.

Typical taxi fare from the airport to the centre of Edinburgh is £10.00

Rail

Scheduled services run to Edinburgh Waverley from all over the UK. Change for a train to Brunstane (frequent trains, takes 7 mins) which is 200 metres from the Milton Road Campus

Bus

Frequent buses from various locations including city centre to Milton Rd Campus including numbers:

43 / 44 / 52 / 32	Lothian Region Transport
44 / 106 / 108 / 113 / 124 / 135	Eastern Scottish
104 / 106 / 124 / 125	First Edinburgh

Car

The Milton Rd Campus is located in the Portobello district of Edinburgh on Milton Road East. Approaching from the city bypass A720, or A1 from the south, follow the A1 for the city centre. After the roundabout with the 'Big W' retail outlet turn right at the next roundabout onto Milton Rd East. The college is on the right hand side (see map on page x).

There is ample free parking on site for Jazz Course UK participants/residents.

Useful numbers:

Edinburgh Airport	0131 333 1000	Go Airlines	0870 607 6543
First Scotrail	0845 601 5929		go-fly.com
GNER	08457 225225	Easyjet	easyjet.com
Citylink coaches (Scotland)	08705 505050	Rail enquiries	08457 484950
Bus infoline	0131 555 6363		
Jewel & Esk Valley College	0131 660 1010		

J&EVC Accommodations

Each room contains: a comfortable bed, wardrobe storage unit, coffee table and chair, large desk and bookshelves, vanity unit with sink, illuminated mirror and shaving point.

Other facilities include: lounge with T.V., shower and toilet facilities, a large communal kitchen with cooker, microwave, kettle and toaster, laundry with washing machines, tumble dryers and ironing equipment.

Accommodation facts at a glance:

- The cost as advertised on our website or brochures is for each room per night.
- All rooms are strictly single occupancy only.
- JEVS contains a cafeteria which provides good value lunch and dinner meals which can be bought at your discretion.
- Frequent bus services as well as an excellent train service (seven mins to Edinburgh city centre). The station is a five minute walk.
- Safe and secure with good lighting, with day and night staff present at all times.

Booking Residential Accommodations at JVEC

You can book days before or after (up to two nights before, one night after) to let you get over jet lag or help you get ready for the journey home as shown below:

If you are coming with your family or friends, then they are more than welcome to use the accommodation and take in the electric 24/7 atmosphere of Scotland's cultural capital at this time. Each person within your group will be given a separate room and will be charged at our advertised rates. Remember, all rooms offered are SINGLE OCCUPANCY.

Booking Accommodation Checklist

- You must book a consecutive, non interrupted run of nights for the duration of your stay.
- You can book up to 2 nights before and 1 night after the course begins/ends.
- Family and friends can make use of the accommodation for the duration of the course. They will be charged the same low rate as the student participating on the Edinburgh course.
- All rooms are single occupancy, each person must have their own room.
- You must make your total number of residential days booking when you order up the Edinburgh International Jazz Summer School. Clearly state how many people will be in your party.

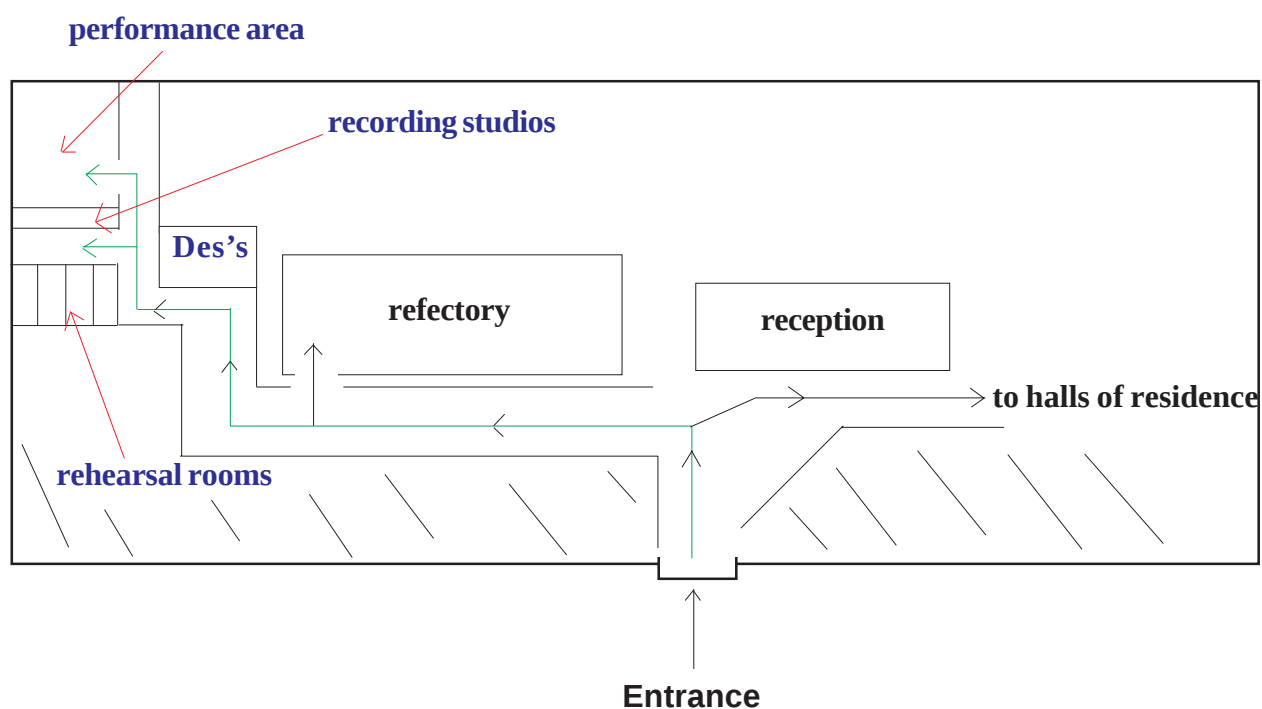
Notes & Disclaimer

- Jazz Course UK has taken every care to ensure that the facilities as offered by Jewel & Esk Valley College are as advertised. The infantry as shown for each room, however, may be subject to change at the discretion of the college.
- By booking accommodation, you agree to respect the room and its contents. You also agree to respect the privacy of other students.
- You accept that you will be liable for any damage caused by you, or members of your party to the room or its contents.

EAST EDINBURGH WITH DIRECTIONS TO JEV

The Milton Rd Campus is located in the Portobello district of Edinburgh on Milton Road East. Approaching from the city bypass A720, or A1 from the south, follow the A1 for the city centre. After the roundabout with the 'Big W' retail outlet turn right at the next roundabout onto Milton Rd East. The college is on the right hand side as shown by yellow box above. There is ample free parking on site.

Internal Plan of Jewel & Esk Valley College



Notes:

- The performance area is used at the beginning of each day for a group meet and at the end of each day for group performance, This area is also used for the recording session.
- The rehearsal rooms are used (along with the performance area) for ensemble practice.
- The vocal room is on the 4th floor (accessible by lift or stairs).
- The piano room is on the 3rd floor (accessible by lift or stairs).
- Guitar, bass and drum workshops are in various locations. You will be directed to these areas during the week.
- The Edinburgh course begins in the performance area as shown.

Signs will be displayed on the opening day to help you orientate yourself around the college.

Toilets: Ladies - 2nd and 4th floor, Men - ground and 3rd floor.

JAZZ COURSE UK - EDINBURGH INTERNATIONAL JAZZ SUMMER SCHOOL - Intermediate/Advanced level

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
10.00-11.15	Arrival, welcome and registration, streaming. Refreshments will be made available.	Congregate in the performance area at 10.00am Ensemble session 1 Singers will take part in a singer specific warm up session with the vocal tutor	Congregate in the performance area at 10.00am Ensemble session 1 Singers will take part in a singer specific warm up session with the vocal tutor	Congregate in the performance area at 10.00am Ensemble session 1 Singers will take part in a singer specific warm up session with the vocal tutor		
11.30-12.45	Ensemble session 1 Initial band ensembles created at this time.	group instrument class with specified tutor	group instrument class with specified tutor	group instrument class with specified tutor		
1.25-2.45	Ensemble session 2 Lecturers will give out new ensembles formations.	Ensemble session 2	Ensemble session 2	Ensemble session 2	When an ensemble is not recording, it will be expected to rehearse for the assigned recording session as notified	Rehearsal rooms open for untutored band practice for the festival gig in the late afternoon.
3.00-4.30	Performance session All musicians to congregate in the performance area for a group performance and lecturer/group comments.	Performance session All musicians to congregate in the performance area for a group performance and lecturer/group comments.	Performance session All musicians to congregate in the performance area for a group performance and lecturer/group comments.	Performance session All musicians to congregate in the performance area for a group performance and lecturer/group comments.		
Evening	rehearsal rooms open	rehearsal rooms open	rehearsal rooms open	rehearsal rooms open	Broadcast Recording TBC	GIG

Explanation of important events throughout the week

The opening welcome session

The opening session starts on the Monday morning of the course at 10am prompt. Please make every effort to be seated in the performance area for this time. You will be introduced to all the tutors and staff as well as relevant staff from Jewel & Esk Valley college. The following will be covered:

- The course tutors will perform a jazz standard.
- After welcoming you to the course, Rob and Ged will discuss various topics such as health & safety issues as well as helping you orientate yourself around the music section. As well as these topics you will also be introduced to the instrumental and support staff, their roles and who you should speak to when you need help or direction throughout the week.
- Introduction to and welcome from the head of creative industries JEVc.
- At this time you will be given your course materials.
- After introductions and relevant information have been given, all participants will be split up into their various instrument groups and go with an assigned instrument tutor to a practice room for grading purposes.
- When taken to these groups you will be asked to play (briefly) on your instrument which may include playing certain scales, arpeggios and chords (where applicable). The tutor will make a decision based on this performance of your overall ability regarding technical expertise and improvisational capability.
- After all grading has taken place the entire group will re-assemble in the performance area. At this point registration documents needed by JEVc for the Scottish Qualifications Authority and which are necessary for your end of course certificate will be handed out. We will then call a short break in which the tutors will discuss the likely groupings and their composition. A list of ensemble will be drawn up from this meeting and handed out when we reconvene in the performance area. When this tutor meeting regarding group composition takes place, can you please fill in the registration form and give them to either Rob or Ged when we reassemble.
- **NOTE:** *Mon - Thursday will begin with everyone congregating in the performance area at 10am for news/updates and general information.*

Ensemble sessions

Jazz Course UK bases its ethos around performance. At the core of this philosophy is the practical ensemble sessions which take place throughout the week. The finer details of ensembles are:

- Tutors will lead a new ensemble each day (dependent on ensemble numbers). Whenever possible, we try to ensure that each ensemble benefits from the wealth of knowledge and experience that all our tutors have to offer.
- The ensembles will build up a repertoire for live performance and recording later in the week. It is probable that each ensemble will work on several new pieces per day. **NOTE:** *Occasionally we may need to take a performer(s) from one ensemble to balance up another due to unforeseen circumstances such as illness etc. We always try to avoid taking this action, but please show understanding and consideration if these circumstances arise.*
- The ensembles given to you by the staff, once any adjustments are made on day one, keep fixed personnel for the duration of the Jazz Course UK week. We do encourage and expect participants to form their own ensemble grouping for jam sessions later in the evening.
- The entire Jazz Course UK group will come together for the last session of each day where each ensemble will perform one or (if time allows) more of the pieces worked on during the day. Tutors may give critical advice to ensembles or individuals at this time.
- Students may be given the opportunity to perform/record with their own ensemble formations and with their own original material (if applicable). Daytime structured ensembles will, however, be given priority with respect to both activities.
- Vocalists will work in the first session of days two, three and four with the vocal tutor.

Instrument group sessions

The second session on Tues, Wed & Thur is given over to instrument group sessions. These classes will be led by a tutor who specialises in your instrument group. This is where you can ask questions on technique, practice, performance etc, that relates to your chosen instrument.

- Guitar, bass and drum students will be taken to their rooms by tutors.
- It may be necessary to ask a piano player to accompany the vocal class at this time. Piano players will never be asked to do this on more than one occasion.
- Brass and other wind and melodic instruments such as strings will join the horns class.

Recording session

The recording session takes place on the Friday and will be engineered by a member of JEVVC. The recording session lasts all day and you are expected to have rehearsed the finer details of your performance in readiness for this event. Please take the following into account:

- Be patient. Recording takes time on two counts; firstly the area has to be made good for recording with mics etc and this takes time. This recording configuration may vary and needs to be changed depending on the size of ensemble playing. Generally speaking, recording will start with the largest ensemble and work down to the smallest to help keep lag times to a minimum. Secondly, recording never goes to time...ever! Be prepared for the schedule to change.
- Apart from the first ensemble to record (which will only have rehearsal time whilst the studio is being set up), use the time given to refine your performance. Make the occasional trip down to the recording studio to find out how the schedule is doing. Your ensemble could nominate someone to liaise with the recording engineer (please do not disturb him/her during an actual recording take) on when your ensemble is likely to be called.
- In any event, it would be useful for all groups (not all at the same time) to sit quietly in the control room and observe the recordings taking place. Work this out with the other ensembles so that you can get the chance to see a recording taking place from the engineers perspective.
- Recorded material needs to be mixed down and mastered to disc. Jazz Course UK will upload recordings (of our choice) to the website once ready. You will then be able to download and burn the tracks of your choice. We have found this to be both the quickest and easiest way for you to get your recordings. If anyone does not have access to the internet you will need to place an order for a CD. Forms will be available on request.

Live Performance

Jazz Course UK is happy to announce that we will again be offering a live performance as part of the Edinburgh course. Students on the course may be given extra performance opportunities as available. Students specifically streamed into more advanced ensembles may also be given additional performing/recording opportunities. These opportunities will be made clear on the first day of the Edinburgh course.

- You will be given your performance time on the day of each event.
- Please make sure that you are ready to play when asked.
- Once you have finished playing please leave the stage promptly.
- Please provide your own music stand.
- **NOTE:** *Jazz Course UK does not provide transport to performance venues. You will be expected to make your own way to and from any venues used.*

JAZZ COURSE UK & INTERACT JAZZ TERMS AND CONDITIONS

1. REFUNDS & CANCELLATIONS

1a. Refunds

Payments made are non-refundable and non-transferable between courses. Refunds are only considered in exceptional circumstances where the person booking has contacted us within 48 hours of making the booking. Any such refunds are made at our discretion and are subject to an administration fee of £15 (Bolt On Course) £50 (Edinburgh Summer School) per place booked, deducted prior to any refund being made.

1b. Cancellations

We advise that students arrange their own personal cancellation insurance as we cannot refund fees paid in the event of cancellation on the part of the student.

It is possible to nominate another person to attend in the student's place, providing such a person is of the appropriate musical standard required, is of the appropriate age for the course in question and that we receive all relevant details for the replacement student well in advance of the course start date. *In this event please also check with us that there is a place available for the instrument that the replacement student plays.*

In the unlikely event that we cancel a course, payment will be refunded *in full* to the person who booked, within 28 days of any announcement being made.

2. LIABILITY

Jazz Course UK and InterAct Jazz will not be liable for accidents or damage to property caused by a participant, which involve either himself/herself or any other student or staff on a course. In such cases the student, or the student's parent/guardian, will take full responsibility for their actions and for any loss or damage caused, including re-imbursement of any costs incurred by the affected party or venue as a result of such an incident.

Jazz Course UK, InterAct Jazz will not be held responsible for any loss of instruments or equipment at any time and advise students to carry their own insurance for such property.

Jazz Course UK and InterAct Jazz will take every reasonable steps to ensure a safe environment, however, any claims relating to possible negligence by the venue must be taken up with the venue in question.

3. STUDENT DETAILS & COURSE INFORMATION

3a. Student Details

Jazz Course UK and InterAct Jazz will keep any student details on a database held only by us for the purposes of administration, market research and mailings, by post or e-mail, of our own publicity from time to time. We may occasionally mail out details of related educational or musical events, which we feel would interest our students, although in general such mailings are kept to a minimum.

3b. photos, recordings, videos & quotes

It is normal practice for photos and/or videos to be taken during a course for publicity purposes, e.g. for use on our own leaflets and website, for student recordings to be used as website downloads, and for us to use quotes from student feedback forms issued on a course. Any student preferring not to have photos, videos, recordings or quotes used in this way should contact us prior to the course.

3c. Course Information

Jazz Course UK and InterAct Jazz endeavour to keep all course information correct and up-to-date. However, we reserve the right to alter course details including tutor and venue details at any time if unforeseen circumstances occur. Any changes would normally first appear on our website, and may be accompanied by notification by e-mail and/or post.

4.DISRUPTIVE STUDENTS - A NOTE OF CAUTION

Students are expected to respect their tutors and fellow course students at all times. Any student found to be behaving in such a way that causes disruption to a tutor, class, or the course in general will first be given a warning with explanation for such and thereafter may be asked to leave the course if their behaviour does not change. Any student found to be behaving in an inappropriate, disrespectful or threatening manner to tutors or students alike may also be asked to leave the course.

If a student has cause for complaint about any aspect of a course they should only approach a course leader (or the designated co-ordinator first in Edinburgh) at an appropriate time such as at the close of the day or, if more urgently, during a break. We will then do our best to resolve the matter. We ask students not to raise any such problems during a class session unless the issue relates directly to the music that the class is working on.

Any refund arrangements in the case of a student dismissal will be entirely at the discretion of Jazz Course UK / InterAct Jazz and are in no way guaranteed. Refunds would only cover the cost of the days not taken by the student with respect to the course and would exclude travel/accommodation costs.

Jazz Course UK / InterAct Jazz Dec 2005

Jazz Course UK

Applicants Questionnaire

This form does not need to be filled in if you have already applied online.

Name _____

Primary instrument _____

Date of Birth _____

What styles of music do you play? _____

Do you improvise and, if so, to what standard?
(ie. Beginner/Intermediate/Advanced) _____

How would you describe your music reading skills?
(ie. Beginner/Intermediate/Advanced) _____

Do you hold any music exam certificates (practical/theory)? Please list

Have you ever played in a group or ensemble? _____

Have you ever recorded music before? _____

Have you ever played in a live performance situation? _____

Have you attended other Jazz or music courses/summer schools before? Please list

How did you hear about Jazz Course UK? _____

Please return to:

Jazz Course UK
57 Laburnum Drive
Milton of Campsie
G66 8JS

This information will help us to place you in an appropriate ensemble.

BOOKING INFORMATION

Important!

We recommend that you always contact us to check that the course you are interested in meets your requirements (including accommodation) *before* booking, as any fees are non-refundable once paid. If you feel you have made a booking in error, or you think you have overpaid, please contact us within 48 hours of making the booking.

<http://www.jazzcourse.co.uk>

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