MUSIC SERVICE ENSEMBLES

INFORMATION & PROCEDURES 2026 – 2027

NMHUB.CO.UK | 01603 303348

Norfolk & Suffolk Music HUB

Supported using public funding by
Department for Education | ARTS COUNCIL ENGLAND

Norfolk County Council

NORFOLK MUSIC SERVICE ENSEMBLES 2026/27

September 2026

M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
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October 2026

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December 2026

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January 2027

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February 2027

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March 2027

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April 2027

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May 2027

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June 2027

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July 2027

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12	13	14	15	16	17	18
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26	27	28	29	30	31	

Key:

- Norwich (CNS) Ensembles
- Wymondham Cluster Ensemble
- Aylsham Cluster Ensemble
- Holidays
- No rehearsal

Norfolk & Suffolk Music HUB

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NORFOLK MUSIC SERVICE ENSEMBLES

Music Service Ensembles run weekly at various locations across the county. School aged pupils of all abilities are welcome to join any of the ensembles as we cater from Beginner to Advanced players, however, there is currently an audition process for those wishing to join the Norfolk County Symphonic Wind Band and the Norfolk Students' Jazz Orchestra.
It is important that you find the most appropriate ensemble to suit your needs - the Music Service staff can help you with this. When enrolling for Ensembles for the next academic year we ask that you provide us with accurate medical information. For each separate performance you will be asked to complete a new consent form, but if any medical information needs to be updated over the course of the academic year please contact the Ensembles Coordinator to inform them as soon as possible.

WHICH ENSEMBLE CAN I JOIN?

<table>
<tr><th>Grade</th><th>-</th><th>1</th><th>2</th><th>3</th><th>4</th><th>5</th><th>6</th><th>7</th><th>8</th><th>+</th></tr>
<tr><td rowspan="3">All Instruments</td><td colspan="10">Aylsham Cluster Ensemble</td></tr>
<tr><td colspan="10">Wymondham Cluster Ensemble</td></tr>
<tr><td colspan="4">Beginner Ensemble Norwich</td><td></td><td></td><td></td><td></td><td></td><td></td></tr>
<tr><td>Strings</td><td colspan="4"></td><td colspan="6">Norfolk County Strings</td></tr>
<tr><td rowspan="3">Wind, Brass & Percussion</td><td colspan="4"></td><td colspan="3">Norfolk Students' Concert Band</td><td></td><td></td><td></td></tr>
<tr><td colspan="5"></td><td colspan="5">Norfolk Students' Jazz Orchestra</td></tr>
<tr><td colspan="7"></td><td colspan="3">Norfolk County Symphonic Wind Band</td></tr>
</table>

WHY PLAY IN AN ENSEMBLE?

Playing in an ensemble can help you develop as a musician. It helps you practice good listening skills (aural awareness), good musical communication skills and all sorts of playing techniques relevant to your specific instrument. Many musicians find that when they play in an ensemble they are inspired to practice their instrument more regularly. Most of all though, making music together is enormously rewarding and fun!

WILL I PLAY REGULARLY IN CONCERTS?

Yes! Performing is an integral part of our ensembles' membership. All of the ensembles have informal end of term concerts at Christmas and in the Summer. A variety of other performance opportunities often arise during the year; including performances such as Music for Youth Festivals.

DO I HAVE TO COME TO EVERY REHEARSAL?

When you play in an ensemble you become a really important part of the team. If you want to play in the ensemble you need to be committed to rehearse each week. If you know you can't attend one week (e.g. for a school commitment) then it is helpful if you can let your conductor know in advance by email. Please use the ensembles email address for this purpose: **ensembles@norfolk.gov.uk**

HOW MUCH DOES IT COST?

There is a standard charge of £55 per term for an individual membership and £80 per term for family membership for all face to face ensembles. You can play in as many ensembles and classes as you like for this amount! Parents/carers will be invoiced by direct debit each term in November, March, and June.

NB: **Pupils in receipt of Free School Meals are entitled to a 50% discount unless in receipt of Pupil Premium. Children in care receive 100% discount on fees.** To claim the fee remission for your child/children or to discuss further please contact the Music Service at the beginning of the academic year at: **ensembles@norfolk.gov.uk**

HOW DO I APPLY TO JOIN AN ENSEMBLE?

Please register each year online to join / rejoin an ensemble here: **NMS ensembles**

WHAT IF I AM UNSURE ABOUT JOINING AN ENSEMBLE?

Don't worry – people are often nervous on their first few weeks and we have staff to help you settle in quickly. Please contact us if you would like to arrange a trial session before registering.

WHAT TIME DO I NEED TO ARRIVE?

Staff are on site for ensembles for 15 minutes before the beginning of the rehearsal – you can arrive at any point during this time to set-up your instrument. At the end of the rehearsal we ask that parents/carers arrive promptly and wait outside the Fisher building to collect their children.

CAN PARENTS WATCH REHEARSALS?

Parents cannot watch the rehearsals taking place as this is often distracting to the pupils.

CAN PARENTS WAIT AT REHEARSALS?

Parents are not permitted to stay on site during rehearsals.

WHAT IS THE SIGN-IN PROCEDURE?

It is important that when you arrive for your ensemble you sign in and when you leave, you sign out. This is our emergency register.

WHAT IS THE PROCEDURE IF MY YOUNG PERSON WILL BE ABSENT?

If a young person is going to be absent please email: **ensembles@norfolk.gov.uk**

ARE REHEARSALS EVER CANCELLED?

A calendar of rehearsal dates can be found on page one of this handbook and on the Norfolk & Suffolk Music Hub website. Occasionally we may need to cancel a rehearsal at short notice (for instance in severe weather). In this instance you would be informed by 12-noon on the day via email and, where possible, text message. Please ensure that you keep your contact details up to date and inform us of any changes.

In addition, we post notices on social media and on the Norfolk & Suffolk Music Hub website: **nmhub.co.uk**

@NMHUB @NMHUB NORFOLKMUSICHUB

WHAT DO I NEED TO BRING TO REHEARSALS?

You need to remember to bring your instrument and a pencil to all rehearsals. You may also like to bring a bottle of water. Music stands and music is usually provided by the Music Service for each rehearsal.

CAN I JOIN AN ENSEMBLE IF I AM NOT TAUGHT BY A MUSIC SERVICE TEACHER?

Yes! Our ensembles are open to all young people educated in Norfolk. All are welcome and encouraged to become part of our vibrant ensemble life.

HOW WILL PARENTS RECEIVE COMMUNICATION ABOUT THE ENSEMBLES?

Communication about ensembles comes either directly from David Stowell or Lesley Amey. All information regarding performances, concerts and rehearsals will be sent to you via email. For activities outside the normal pattern of calendar events then a separate consent form may be required for participating pupils. Concerts that happen within the usual annual pattern will not require additional consent.

CAN I CONTINUE ATTENDING AN ENSEMBLE IN MY GAP YEAR?

Yes, if you are a continuing learner. You will need to be willing to obtain a DBS certificate as a volunteer. Norfolk Music Service will support you with this. Please email: **ensembles@norfolk.gov.uk**

WHAT DO EACH OF THE ENSEMBLES OFFER?

Aylsham Cluster Ensemble	Bure Valley School, Aylsham, NR11 6JZ Thursday 4.00 – 5.00PM

Aylsham Cluster Ensemble is a group for any instrument and any age! The music is arranged to suit the players and as long as you can play 2 notes you are welcome to come and join in. It is a very friendly group and performs at least 3 times a year at the end of each term.

Wymondham Cluster Ensemble	Robert Kett Primary School, Wymondham, NR18 0LS Wednesday 3.25 – 4.15pm

Wymondham Cluster Ensemble caters for musicians of any school age playing any instrument. You might be right at the start of your musical journey or further along but everyone is welcome to come along and give playing in an ensemble a go.

Beginner Ensemble Norwich	The Fisher Building, CNS School, Norwich, NR4 6PP Monday 5.00 – 6.00PM

Beginner Ensemble Norwich caters for beginner wind, brass, string and percussion players as well as any other instrumentalists that would like to join an ensemble. The music is arranged to suit the players and as long as you can play 2 notes you are welcome to come along and give it a try. This ensemble is for those just starting out on their musical journey. Repertoire will be varied and any instrument is welcome, from beginner level to approximately grade 3.

Norfolk Students' Concert Band	The Fisher Building, CNS School, Norwich, NR4 6PP Monday 6.10 – 7.15PM

Norfolk Students' Concert Band is an intermediate wind band that develops ensemble playing further in Norfolk's progressive band route. The Concert Band performs to a high level, playing traditional and contemporary repertoire.
This ensemble is open to all woodwind, brass and percussion players from Grade 4 to Grade 6 standard.

Norfolk County Strings	The Fisher Building, CNS School, Norwich, NR4 6PP Monday 7.25 – 8.35PM

An intermediate to advanced string orchestra playing traditional and contemporary music. Norfolk County Strings is a vibrant group who produce a robust string sound - a fantastic opportunity to make music with other string players.
Students need to be Grade 4+ standard to play in this ensemble.

Norfolk Students' Jazz Orchestra	The Fisher Building, CNS School, Norwich, NR4 6PP Monday 6.10 – 7.15PM

One of Norfolk's flagship ensembles, NSJO is a small, high level ensemble that supports and nurtures jazz technique including improvisation. Throughout the year the band plays regular gigs, which is the focal drive to the ensemble.
This ensemble is open to wind, brass, guitar and keyboard players equivalent to Grade 6+.

Entry to this ensemble is by audition. Please email : **ensembles@norfolk.gov.uk** to arrange an audition date.

Norfolk County Symphonic Wind Band	The Fisher Building, CNS School, Norwich, NR4 6PP Monday 7.25 – 8.45PM

Another of Norfolk's flagship ensembles, the Symphonic Wind Band have performed in prestigious venues such as the Royal Albert Hall in London. This is a dynamic group of young musicians, playing advanced wind band repertoire. The Symphonic Wind Band performs regularly within the academic year so high commitment is essential for this ensemble.

This ensemble is for woodwind, brass and percussion players who need to be of Grade 6 standard (Grade 7 for Flutes) to Grade 8+. Entrance to this ensemble is via audition. Please contact **ensembles@norfolk.gov.uk** to arrange an audition.

HOW DO I KNOW WHEN IT IS TIME TO MOVE UP TO THE NEXT LEVEL ENSEMBLE?

This is usually a combined discussion process between players, parents and staff involved with the ensembles. If you feel ready to give the next level up a go then talk to your conductor. We strongly recommend that pupils spend at one term playing in both ensembles for the transition period. This allows pupils to grow in confidence in the more advanced ensemble whilst maintaining and passing over the leadership role in their original group.

WHAT DOES THE AUDITION PROCESS FOR SYMPHONIC WIND BAND AND JAZZ ORCHESTRA INVOLVE?

You will be auditioned by two staff members. You will need to prepare and play a short piece on your instrument and will be given some sight-reading. It is likely that one of the tutors will work on the piece with you for 5 minutes in the audition to gain an understanding of how adaptable you are as a musician. The audition is a reasonably relaxed process and usually held before a rehearsal. As part of the audition process you will also have the opportunity to sit in and play with the ensemble for that evenings rehearsal. Auditions can be booked at any point in the year, please speak to the conductor or the Ensembles Coordinator to arrange an audition.

WHAT OTHER OPPORTUNITIES ARE THERE FOR ADVANCED PLAYERS?

Throughout the academic year, we offer advanced and dedicated players opportunities to perform in Chamber Ensembles and other Gifted & Talented ensembles. In recent years, advanced players have taken part in workshops and masterclasses, and have performed at Norwich Theatre Royal, Birmingham Symphony Hall, and the Royal Albert Hall!

WHAT DO I WEAR FOR REHEARSALS?

There is no specific dress code for rehearsals. Some students come along in their school uniform and some in casual clothes – the most important thing is to make sure you are dressed comfortably when playing your instrument. For those rehearsing later in the evening it is advisable to bring warm layers of clothing during the winter months.

WHAT IS THE CONCERT DRESS CODE?

This varies occasionally for specific concerts, but the standard dress code is:
Aylsham Cluster Ensemble, Wymondham Cluster Ensemble, Norfolk Beginner Ensemble & Norfolk Students' Concert Band:

- Grey or black trousers or skirt
- White shirt or blouse
- Black shoes

Norfolk County Strings, Norfolk County Symphonic Wind Band & Chamber Orchestra projects:

- All black Evening wear or DJ (Black trousers, jacket, bow tie, white or black shirt). Socks, tights and shoes must be black

Norfolk Students' Jazz Orchestra:

- Smart all black
- Black socks / tights
- Black shoes

GUIDANCE AND POLICIES

These rules, procedures and information are intended to ensure the safe and smooth operation of rehearsals, courses and performances. Parents / Carers and students are asked to read them carefully.

STUDENT SAFETY

Norfolk Music Service has a commitment to Safeguarding and promoting the welfare of children and young people. Our tutors and centres work within the Norfolk County Council and Norfolk Music Service Safeguarding Policy. The policy is available online.

RISK ASSESSMENTS

Copies of Risk Assessments for the ensemble venues are available through the Norfolk & Suffolk Music Hub website. The Risk Assessments include specific details of emergency procedures.

MEDICAL INFORMATION

Parents/carers are asked to give relevant medical information when registering their child. It is essential that this information is kept updated in writing by parents. If your child has any specific needs we always value discussions with parents and do our best to ensure that pupils get the full support they need. This includes any forms of anxiety which can often display in performance contexts - our staff are highly experienced with supporting and nurturing students in this area.

PHOTOGRAPHY & SOCIAL MEDIA

Before joining the ensembles, parents and pupils over 16 need to read and agree to our Annual Media Statement for Music Service Ensembles. We occasionally take photos during the year, which are used solely for the use of promoting the Music Hub and its activities. The images are held securely for a maximum of two years. Some events may require additional photographic permission and this will be requested separately as required throughout the year.

BEHAVIOUR

Students are expected to behave in a responsible manner during rehearsals and breaks and to obey the instructions of staff and supervisors. Pupils need to ensure that they take good care of their own, and other students' instruments – particularly at the beginning and end of rehearsals and during break times.

NO-SMOKING POLICY

Students and parents are reminded that Norfolk Music Service operates a strict no-smoking policy. Students/parents must not smoke either in the building or grounds of the site in compliance with national legislation.

DRUGS/SOLVENTS/ALCOHOL

It is unacceptable for students to carry, purchase or use alcohol or any illegal substances or solvents whilst participating in ensemble activities.

MOBILE PHONES POLICY

KEY STAGE 2 AND 3

MOBILE PHONES - POSSESSION AND USE

Mobile phones are a part of modern society and the Music Service accepts that many students will possess them. They are a useful tool, especially where the issue of safety during the journey to and from an ensemble activity is concerned and we acknowledge that parents and students would want them to be available to achieve this. However, Music Service teachers and other students have a right to teach and learn in an environment which is free from interruption by mobile phones and other such devices.

Mobiles phones present a number of challenges, including:

- Mobile phones interrupting teaching/ensemble activity and disrupting the learning of others
- Possible theft of mobile phones
- The ever-increasing sophistication of mobile phone technology, which increases the possibilities of inappropriate use, particularly with regard to video and photographic capabilities
- The need for students to be responsible with regard to the care of their possessions
- The negative impact of social media and cyberbullying.

The Music Service recognises the benefits that mobile phones offer students and parents and realises that an outright ban would result in a loss of these benefits. However, it is the responsibility of the Music Service to promote the safe and responsible use of mobile phones whilst on site attending any of our activities.

MOBILE PHONES - POLICY

Therefore, the following policy is in place for all ensemble activity:

- Students must have their phone turned off or on silent and stored safely out of sight for the duration of the rehearsal or concert.
- Students are reminded that they should speak with the Music Service staff in the first instance if they need to contact their parents
- Parents are reminded that only URGENT messages may be transmitted via Music Service staff whilst rehearsals or concerts are taking place.

If parents choose to permit their young person to bring a phone to ensemble activities and concerts, then the following rules apply:

- The Music Service accepts no responsibility for mobile phones and undertakes no responsibility to investigate misplacement, loss or theft
- Mobile phones may not be used at any time during rehearsals or concerts
- Parents needing to contact students can do so by sending a text message to their child which can be checked in a break or at the end of the ensembles session
- Mobile phones and accessories must always be switched off and out of sight when rehearsals and concerts are taking place. If a phone rings, or is seen by a member of staff, or if inappropriate use is made of the phone, it will be confiscated for the remainder of the session.
- The only exemption to this is when the student has been given special permission to keep their telephone with them for specific health-related reasons
- Mobile phones which have a music or camera facility may only be used in rehearsals following EXPLICIT instruction to do so from a member of Music Service staff.

KEY STAGE 4 AND 5

It is recognised that older students should have some privileges regarding the use of mobile phones, so it is essential that they model the responsible use of such devices to their younger peers. The following represents the behaviours expected:

- Students should not walk around the site using phones during rehearsals and concerts and at break times in view of the younger students
- Mobile phones which have a music or camera facility may only be used in rehearsals following instruction to do so from a member of Music Service staff.

This policy is the same for all Key Stage 4 and 5 students across all ensemble activities.

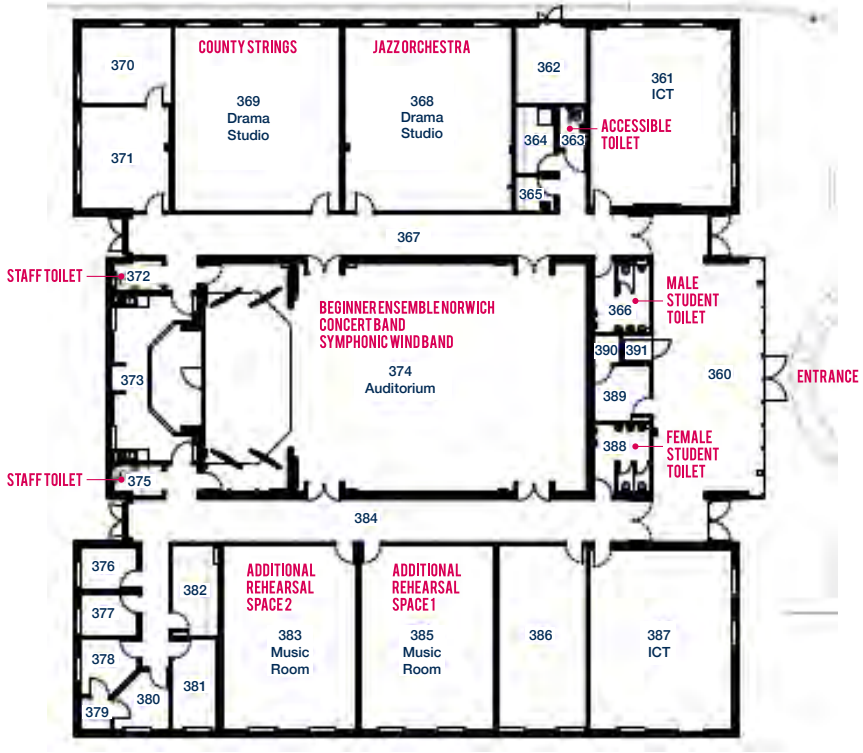
DATA PROTECTION

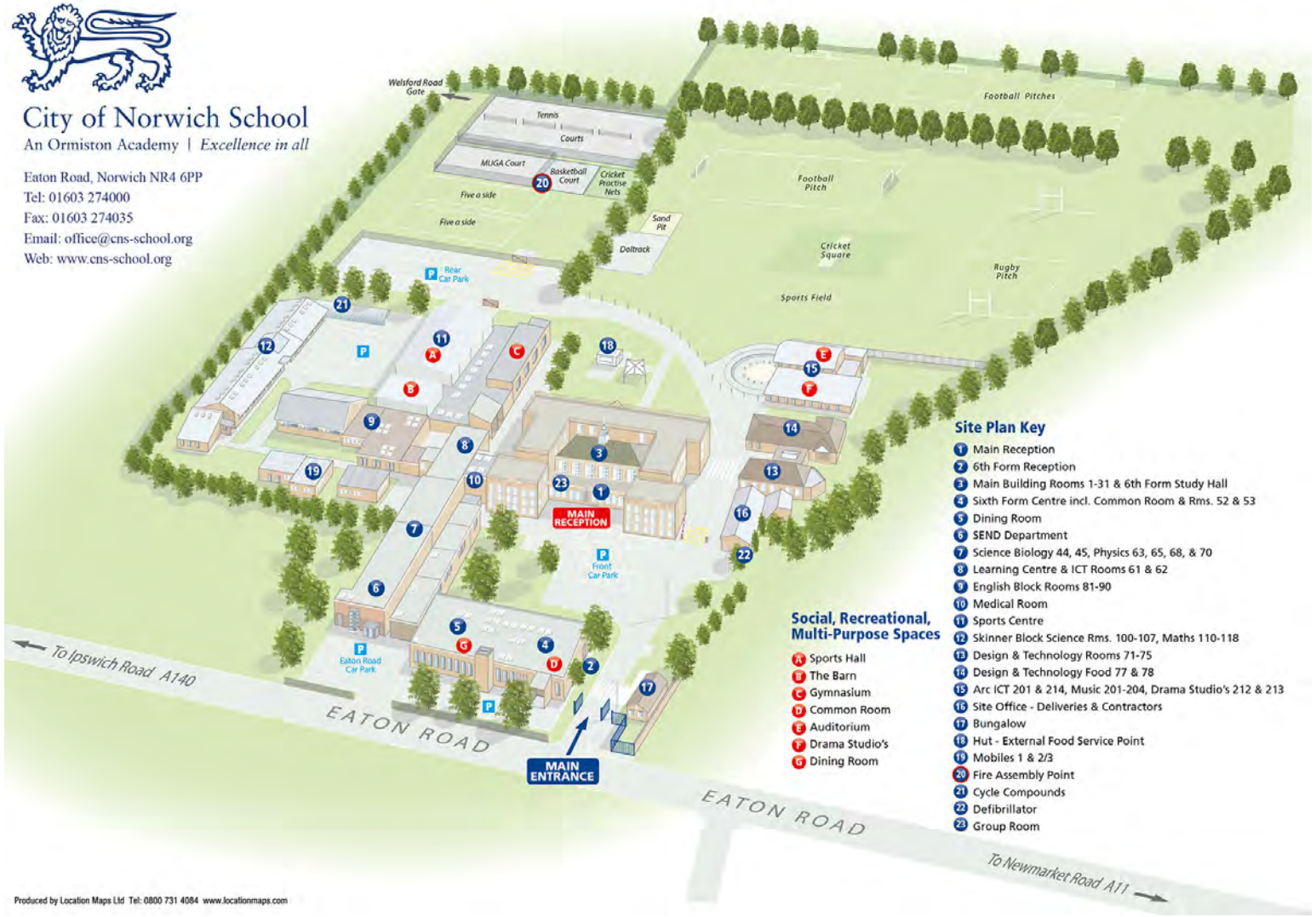
By registering for Norfolk Music Service ensemble activities you agree that your details including your email address, name and child's school name may be used to inform you about Norfolk Music Hub and Music Service events, services and news that we feel are relevant to ensemble members. This may include specific opportunities and projects for children and young people, and updates to our services. These communications will comply with the standard procedures of General Data Protection Regulation (GDPR) to ensure that the personal information that you give us is kept securely and processed fairly and lawfully. Your details will be kept in a secure location with Norfolk County Council servers for a maximum of 1 year and will be deleted in September 2027. The data controller on behalf of Norfolk Music Hub is Alison Bell, Head of Music Service.
You can opt out of our direct communications at any time by contacting us by email: **music.service@norfolk.gov.uk**

For further details please see our online privacy policy at **nmhub.co.uk**

MAP OF REHEARSAL ROOMS AT CNS SCHOOL

THE FISHER BUILDING GROUND FLOOR PLAN.




City of Norwich School
An Ormiston Academy | Excellence in all
Eaton Road, Norwich NR4 6PP
Tel: 01603 274000
Fax: 01603 274035
Email: office@cns-school.org
Web: www.cns-school.org
Welsford Road Gate
Tennis Courts
MUGA Court
Basketball Court
Cricket Practise Nets
Five a side
Five a side
Sand Pit
Doltrack
Football Pitches
Football Pitch
Cricket Square
Rugby Pitch
Sports Field
Rear Car Park
Front Car Park
Eaton Road Car Park
MAIN RECEPTION
MAIN ENTRANCE
To Ipswich Road A140
EATON ROAD
EATON ROAD
To Newmarket Road A11
Site Plan Key
1 Main Reception
2 6th Form Reception
3 Main Building Rooms 1-31 & 6th Form Study Hall
4 Sixth Form Centre incl. Common Room & Rms. 52 & 53
5 Dining Room
6 SEND Department
7 Science Biology 44, 45, Physics 63, 65, 68, & 70
8 Learning Centre & ICT Rooms 61 & 62
9 English Block Rooms 81-90
10 Medical Room
11 Sports Centre
12 Skinner Block Science Rms. 100-107, Maths 110-118
13 Design & Technology Rooms 71-75
14 Design & Technology Food 77 & 78
15 Arc ICT 201 & 214, Music 201-204, Drama Studio's 212 & 213
16 Site Office - Deliveries & Contractors
17 Bungalow
18 Hut - External Food Service Point
19 Mobiles 1 & 2/3
20 Fire Assembly Point
21 Cycle Compounds
22 Defibrillator
23 Group Room
Social, Recreational, Multi-Purpose Spaces
A Sports Hall
B The Barn
C Gymnasium
D Common Room
E Auditorium
F Drama Studio's
G Dining Room
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