



Somerset Chamber Choir

Singing is our passion

Patron: Dame Emma Kirkby

Somerset Chamber Choir Attendance Policy

Aim: To create a transparent, clear, flexible and fair-to-all attendance policy.

Policy: We aim for a high standard of performance, a high level of commitment is required.

1. We expect members to commit to all our planned concerts and to attend every rehearsal in full, where possible.
2. We will be inclined not to allow members to sing in a concert if they have missed more than 25% of the non-concert-weekend rehearsals for a concert (for example, when applied to our regular rehearsal pattern, hours of absence totalling the equivalent of 1 day out of 4 non-concert-weekend rehearsal days would equate to the 25% limit).
3. Rehearsals on concert-day and the day immediately before it are not included in the calculation, as full attendance at these rehearsals is always compulsory.
4. In order that everyone can be treated fairly and consistently, a register of those present at rehearsals will be maintained by a Registrar (e.g. the Choir Secretary, or other nominated person); if a member has to arrive late or leave early for any reason, they will be expected to advise the nominated Registrar of this at the earliest opportunity so that the Conductor can be made aware and rehearsal scheduling can be adjusted if necessary.
5. Exceptionally, and at the Conductor's discretion, a member who does not meet the minimum attendance requirement may be permitted to sing in a concert where this is necessary to balance voice parts. **Members must not contact the Conductor directly to request permission to sing.** Once all attendance responses have been received, the Chair will submit a single, definitive list for the Conductor's consideration. Members will then be informed of the conductor's decision.
6. Reasonable adjustments will be made in line with The Equality Act to support any member whose attendance is impacted under the guidelines of this policy. This will be considered on an individual basis and should be applied for directly through the Choir Chair.
7. If the member is permitted to sing, markings given out during any missed rehearsals must be copied over from another member's score.
8. Members who cannot attend a concert, may still sing at the non-concert rehearsals (April and Nov) but must ensure that music is returned straight afterwards without pencil markings.
9. **Collection of Responses:** Responses will be collected via a Google Form over an initial three-week period. Non-responders will be given a further two weeks, followed by a final one-week "drop-dead" deadline. This process will identify potential balance issues, enable music hire to proceed and inform actions under point 5 above.

Covid: There is no longer a legal requirement for performing groups to implement Covid restrictions at rehearsals. However, the choir continues to follow best advice from Making Music as follows: • If members have any symptoms that might be caused by Covid, they are encouraged to test and not attend rehearsal if positive. Members with untested symptoms are also encouraged not to attend. If any Member has to miss rehearsals due to illness, the Conductor will take this into consideration when deciding whether or not a member may sing in the concert. • In warmer weather, whenever reasonable, windows and doors will be left open to ventilate the rehearsal room; in colder weather, window and doors will be opened to air the room during rehearsal breaks.

Updated: January 2026