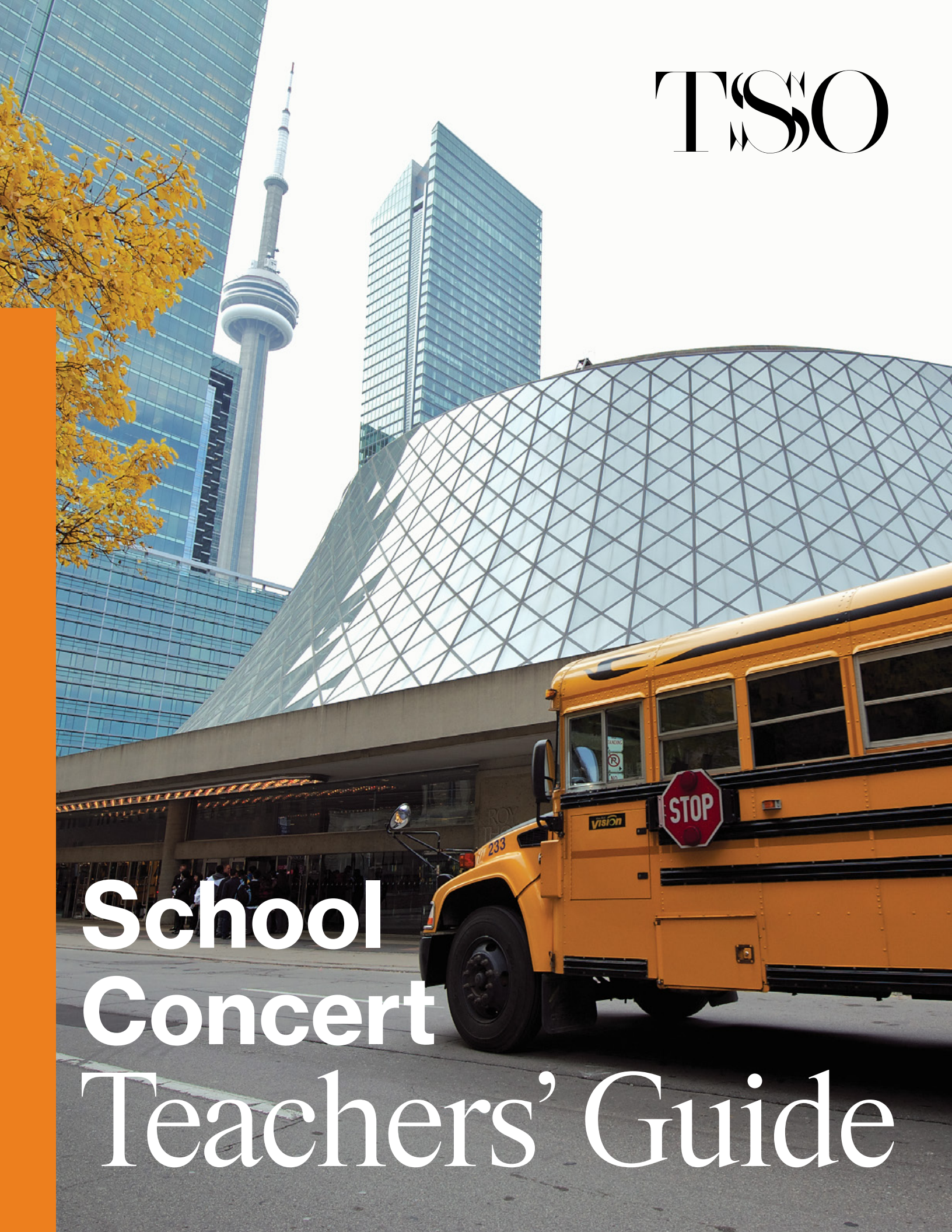




TSO

School
Concert
Teachers' Guide

Orchestral Music is for Everyone

Our aim is to share the power of live orchestral music with as many young people as possible, through one of the largest music education programs in Canada. For 70% of students who attend each year, going to a TSO School Concert is their first time hearing a live orchestra perform.



Why make a field trip to the TSO?

- **Unforgettable experience:** Hearing a live orchestra gives students a new appreciation of all the forms of music in their lives.
- **Unmatched resources:** Our programs are designed to help support the teaching of the Ontario Music Curriculum.
- **Unparalleled value:** You'll experience a world-class orchestra at a fraction of the actual cost, thanks to generous donors who recognize the importance of music education.

School Concert Teachers' Guide

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Planning your field trip

What are TSO School Concerts?

TSO School Concerts are one-hour educational concerts that are performed by the full Toronto Symphony Orchestra at Roy Thomson Hall during the school day. We offer four programs each season—Primary, Junior/Intermediate, Intermediate/Senior, and a French-language concert.



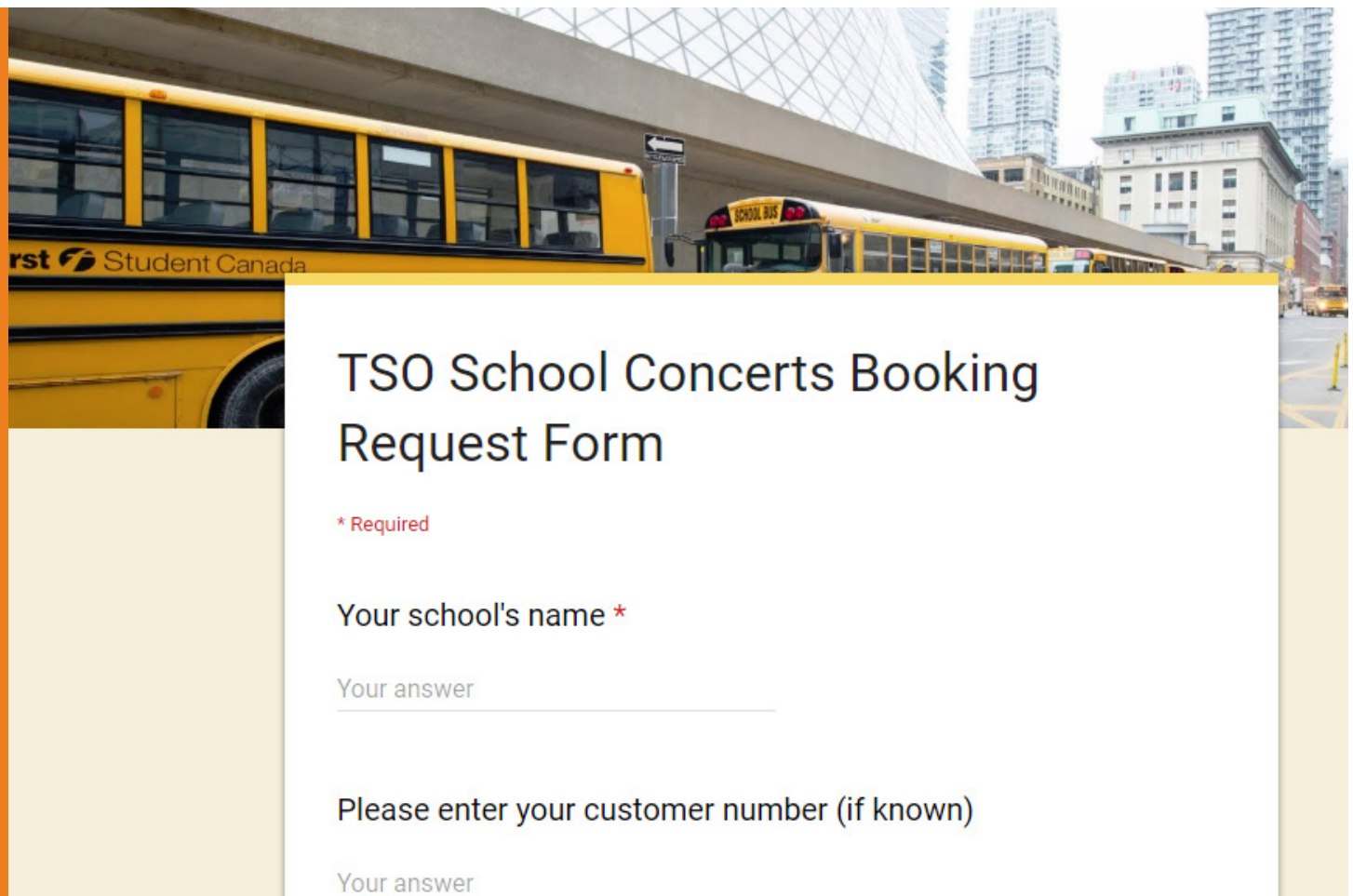
How much does it cost?

Each seat is subsidized and sold at \$9.00, including HST. We require a minimum booking of 10 seats per group. Everyone attending the concert, including teachers and chaperones, must pay for a seat.



How do I book?

To make a booking, go to TSO.CA, look under Learn and Connect to find the School Concert you want to attend, and fill out the online booking form. We'll need to know your contact information, the date you want to attend, the approximate number of seats you need, and if you have any accessibility needs.



TSO School Concerts Booking Request Form

* Required

Your school's name *

Your answer

Please enter your customer number (if known)

Your answer

Tentative booking

Once submitted, you will be emailed a contract within one to three business days. Your seats will be tentatively held while you organize the rest of your field trip. To officially confirm your seats, we will need a signed copy of your contract a month before the concert.



Make your arrangements

Now that you've tentatively booked, you'll need to arrange your transportation, collect money and permission forms, and enlist chaperones.



Any changes? Let us know

Please update us on any changes to your group's numbers or accessibility needs. We can easily decrease the number of seats reserved before the deadline date (four weeks before the concert), but increasing them is subject to availability. Better to ask early!



Confirm your final numbers

To confirm your final numbers, we need your signed contract one month before the concert. Everyone in your group must be included in the final seat count. Please note: once your final number of seats has been confirmed, the total cost cannot be reduced, even if students are sick or absent on the day of the concert.



Adding extra seats

Subject to availability, we can accommodate last-minute ticket requests up to 48 hours before your concert. Please note that if we are able to accommodate your request, we cannot guarantee that last minute seats will be located in the same area as your main group.



Arrange for payment

Payment is due four weeks before the concert. It can be made by credit card over the phone (416.598.5386), or by board purchase order (TDSB vendor #2156, TCDSB vendor #3002), or by mailing us a cheque (payable to Toronto Symphony Orchestra). We are unable to accept cash payments.



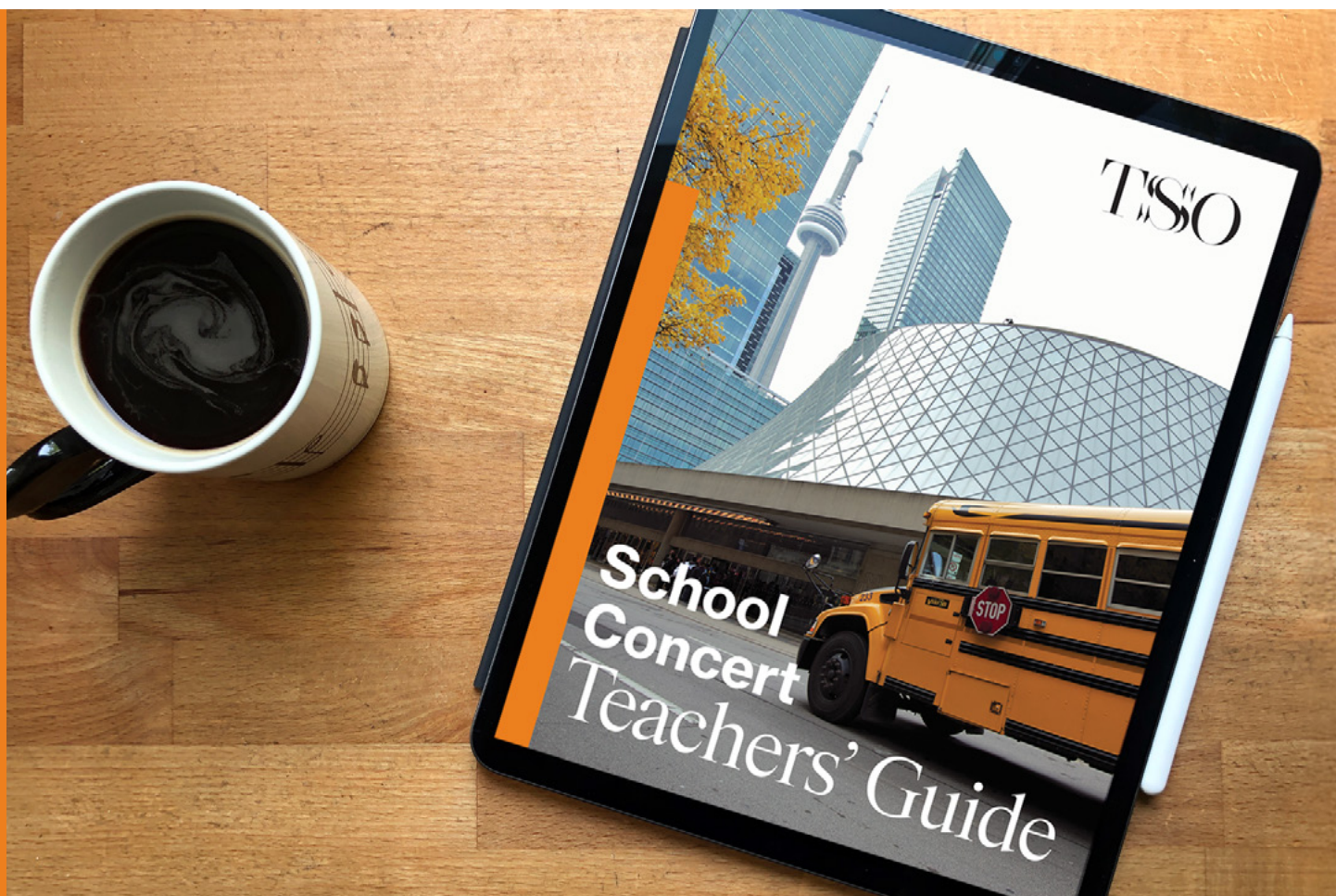
Where are my tickets?

There are no physical tickets for TSO School Concerts. You will be emailed a seating chart a week before the concert. This seating chart is subject to change. Please double check your accessibility needs on this seating chart and let us know if anything is missing.

		C9	
Mezzanine		C3	
		C2	A:U
Mezzanine		C2	D:H
Main Floor		C1	P:38-40
		C1	R:V
Balcony		L9	A:C
		L9	D:3-12
Balcony		R8	All
Main Floor		Right parterre	All
		RUBA	All
Mezzanine		R4	A:F
Main Floor		C1	
Mezzanine		R5	

Prepare your class for the concert

To get the most of your experience, please use our free [teacher resources available on our website](#). These include comprehensive study guides, with lesson plans written by fellow Ontario Certified Teachers.



Venue Guide

In particular, we recommend reviewing the School Concert Venue Guide with younger students. It is a simplified, vibrant, step-by-step explanation of what the day will be like.

TSO Toronto Symphony Orchestra

School Concert Venue Guide

I am going to a School Concert
at the Toronto Symphony Orchestra.

Get ready to perform with the TSO

On select concerts, there will be opportunities to play or sing-along with the TSO. Be sure to practise ahead of time, and bring your instruments (if applicable).



Teacher Resources

The recorder and sing-along sheet music will be available on our [teacher resources webpage](#).



**Arriving at Roy
Thomson Hall**

Arriving by TTC

For those using public transit, take the TTC subway to St. Andrew Station, then exit and walk west through the underground PATH toward Roy Thomson Hall. If weather permits, you can also walk above ground to get to the hall.



PATH to Roy Thomson Hall

The underground PATH will take you into Roy Thomson Hall's Box Office. Once there, you'll need to exit and make your way towards the main doors on Simcoe Street. It might be busy. Please keep your group lined up together until an usher can assist you.



Arriving by bus

Buses can drop off students in the designated passenger drop-off area along Simcoe Street. A Police Constable from the Toronto Police Services will be on hand to help direct buses and traffic. Please aim to arrive 45 minutes before the concert starts.



Drop off on Simcoe Street

Bus drivers will be directed to line up along Simcoe Street. As buses finish unloading, they will be told to clear the area and allow for other buses to drop off their groups.



Checking in

There are no tickets for School Concerts, but you will receive a seating chart a week before the concert indicating where you are sitting. You don't need to print this. When you arrive, ushers will greet your group and show you to your designated seats using the most up-to-date seating chart.



Line up outside

There will be many schools arriving at the same time. Please help us by lining up your students and keeping them together. You may have to wait outside temporarily; please remind students to dress for the weather!



Running late

If you are delayed and anticipate arriving late, please let us know by phone at 416.598.5386 or by email at schoolconcerts@TSO.CA.



“Holding the curtain”

All TSO School Concerts start exactly at the concert time indicated and we are unable to delay the start of the concert for late arrivals. Roy Thomson Hall Front of House staff will seat your school upon arrival.



Accessibility

Specially designated vehicles carrying students with accessibility needs will be given priority when dropping off their students. These vehicles will be allowed to park on the west side of Simcoe Street during the concert in order to be the first to pick up students.



Do we know your needs?

All accessibility needs should appear on the seating chart that you received. If you do not see your needs listed under your school name, or if your needs change, please inform us immediately at 416.598.5386. We are unable to change seats on the day of the concert.



Accessibility

Should you require any assistance with sitting, moving, or standing, please allow us to assist you. Our venue has accessibility ramps, lifts, and elevators. For specific information about access in Roy Thomson Hall, please consult the TSO's [webpage on accessibility](#).



Accommodations

Please inform us ahead of time if you require any other accommodations, such as assisted-hearing devices, proximity to an exit, access to a changeroom, etc.



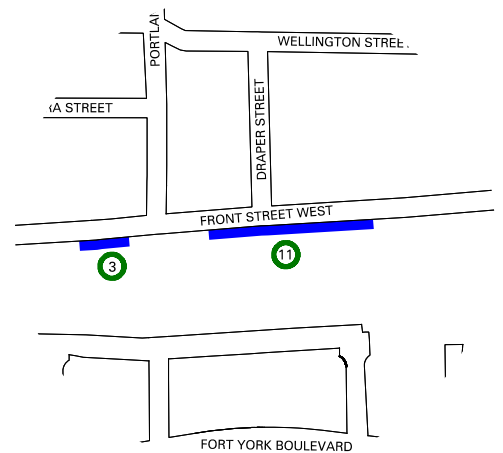
Parking buses

With the exception of wheelchair-accessible vehicles, buses cannot stay parked on Simcoe Street. The City of Toronto website lists [free parking spots for bus operators](#).



Front Street West

The closest free parking area for buses is on Front Street West. It has 14 designated bus parking spaces. Please note, it is located near other popular tourist attractions, and getting a parking spot here is not guaranteed.



Parking regulations

Off-street and “pay and display” parking spots can also be used, but at your own expense. For more information, please consult the [City of Toronto’s website about bus parking](#).



Please Obey Regulations

Buses parked in ‘No Parking’, ‘No Standing’ or ‘No Stopping’ areas could receive a \$300 parking ticket. Don’t forget to shut off your engine. Toronto’s Anti-Idling By-law prohibits idling of a motor vehicle for more than one (1) minute in a 60-minute period.



Experiencing a TSO Concert

Getting to your seats

Before entering the hall, your group will need to put away any outside food or drink (although water is permitted). An usher will lead you inside and seat your group in the order in which you are lined up. Once everyone is seated, you can move some students around to make supervision easier.



Use the washrooms

Once you are all settled in your seats, we recommend taking select students to use the washrooms. A teacher or chaperone must stay with students at all times. There are washrooms located on all levels. Please follow the signs or ask an usher for directions.



Code of conduct for students

We take a relaxed approach to School Concerts. For most students, this is their first experience hearing a live orchestra, and we want it to be special. We encourage students to listen carefully, but also to get excited and show appreciation. We love hearing students buzz with enthusiasm!



Still, there are a few rules...

- Phones should be on silent or turned off.
- Photography and recordings are not permitted during the performance.
- Please be respectful of those around you and avoid talking or whispering during the concert.



Code of conduct for chaperones

With roughly 2,500 people in the hall, chaperones play a crucial role in ensuring no one in their group gets lost. Chaperones should stay with the students at all times and actively supervise them, especially when in the lobby space or taking groups to the washroom.



Role models

Chaperones are role models and should be following the same rules as students. They are expected to treat others respectfully and follow instructions given by the Front of House ushers.



Exit procedures

Please note that everyone must exit the hall in a timely manner following the performance as there will soon be other schools arriving for the next concert. We encourage schools to first congregate in the lobby space to regroup and then to exit to their chosen mode of transportation.



Staying organized

There will be thousands of people leaving at the same time. To help keep your group organized in this huge crowd, we encourage you to carry something that students can follow (similar to a tour guide) and to label your bus window with something distinctive.



**Getting back to
school**

Main pick-up location: Simcoe Street

Simcoe Street is the main pick-up location. There can be congestion especially after a morning concert, when schools are leaving the hall while some are arriving early for the afternoon show. Given that up to 70 buses are involved, police officers are on hand to help direct traffic.



Avoid the congestion

If you want to avoid the congestion, we recommend walking to an alternate location and getting picked up at a scheduled time. You will probably end up getting back to school faster this way!



Alternate pick-up location #1

According to the City's website, "buses may legally 'stop' to pick-up or drop-off passengers in any area where a 'No Parking' or 'No Standing' regulation is posted, provided the bus is actually engaged in this activity. A bus may not park in these areas and wait for groups to arrive."



Wellington Street

This is a one-way street with westward traffic. You could arrange to get picked up on the north side between Simcoe and John Street. It takes approximately one minute to walk here from the hall.

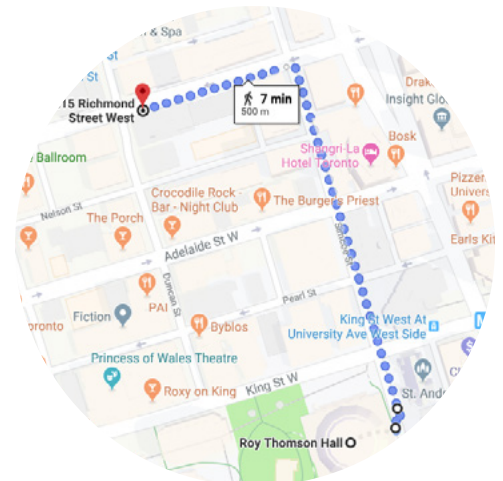


Alternate pick-up location #2



Richmond Street West

This is a one-way street with westward traffic. You could arrange to get picked up on the south side between Peter Street and University Avenue. It takes approximately seven minutes to walk here from the hall.

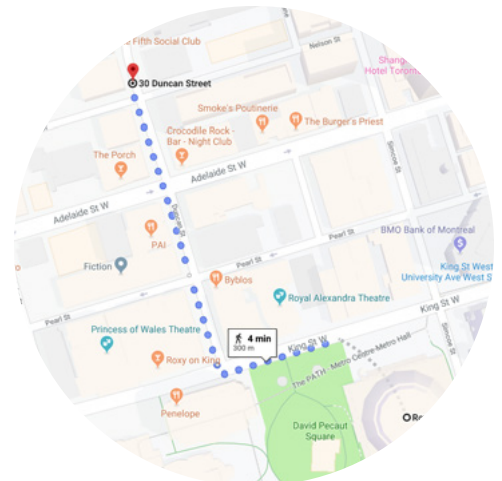


Alternate pick-up location #3



Duncan Street

This is a short two-way street. You could arrange to get picked up between Richmond Street and King Street. It takes approximately four minutes to walk here from the hall.



**Finding a place
to eat lunch**

Lunch spaces

Please note that Roy Thomson Hall is *not* equipped with a cafeteria or lunchroom and no outside food or drink is allowed in the hall. There are *limited* nearby locations which schools can use as lunch spaces, weather permitting. Most schools make alternative plans to have lunch before or after their TSO trip.



David Pecaut Square

The largest and most popular “lunch space” is David Pecaut Square. It is directly outside Roy Thomson Hall. It has multiple benches, steps, and grassy areas to sit on.



Lunch space #2

There are multiple underground food courts nearby. These are usually very busy, with limited space for large groups. Students will likely need to sit in smaller groups throughout the food court, making these areas better suited for high school students.



MetroCentre food court

You can access the underground MetroCentre food court via the crystal-shaped structures in David Pecaut Square. Inside, you will find an elevator and a spiral staircase to go down one level. The MetroCentre Food Court connects to the PATH system.



Lunch space #3



Simcoe Park

A short walk south from Roy Thomson Hall will get you to Simcoe Park. This is a very small green space with limited seating areas, but it tends to be less busy than David Pecaut Square.



Lunch space #4



Simcoe Place food court

Directly below Simcoe Park is the Simcoe Place food court. You can access this underground lunch space via the stairs in Simcoe Park.



Lunch space #5



Olympic Park

A nine-minute walk south on Simcoe street will get you to Olympic Park (222 Bremner Boulevard). This is a small green space with limited benches.



Lunch space #6



Roundhouse Park

A ten-minute walk south on Simcoe Street will get you to Roundhouse Park (255 Bremner Boulevard). This is a large green space with limited benches. It is nearby some of Toronto's most popular tourist attractions and may be busy.



Lunch space #7



On the school bus

Alternatively, some schools do organize to have lunch on the bus. Please contact your transportation representative to discuss this in advance.



Checklist for a successful trip

Checklist for a successful field trip

Early on

- Find the concert you want to attend
- Get permission from your principal
- Estimate how many seats you need
- Book your concert with the online form
- Receive a contract after 3 business days
- Arrange your transportation
- Collect money and permission forms



One month before

- Confirm your final seat number by returning your signed contract
- Include all students, teachers, and chaperones in your final number
- Let us know about your accessibility needs as soon as possible
- Arrange for payment (by cheque, credit card, or EFT)
- Prepare your class for the visit with our TSO teacher resources

One week before

- Share this Teachers' Guide with any adult attending
- Remember, there are no physical tickets. The booking teacher will receive a seating chart confirming your seats. Please alert us as if your accessibility needs aren't listed in the seating chart.

One day before

Review concert etiquette with students

Review the School Concert Venue Guide with young students

Outside food and drink are not permitted in Roy Thomson Hall. Water is permitted. There is no cafeteria or designated lunchroom on-site.

The day of your concert

Aim to arrive 45 minutes before the concert start time

Coming by TTC? Check for service disruptions

Bussing? Discuss drop-off and pick-up locations with your driver

Running late? Leave a message with the TSO (416.598.5386)

Upon arrival, check-in with an usher to get to your seats

Once seated, do a washroom run before the concert begins

Enjoy the performance

Exit Roy Thomson Hall in a timely manner

After your field trip

Complete the teacher feedback form and share student feedback with us

Plan your next field trip: the new TSO School Concert season goes on sale before the end of the school year!



**See you at the
concert hall!**

Acknowledgement

The Toronto Symphony Orchestra gratefully acknowledges the following donors for their generous support. Together, they are enabling tens of thousands of young people to participate in TSO School Concerts this year.

The Barrett Family Foundation
Canada Life
The Catherine and Maxwell Meighen Foundation
The Crinoline Foundation
Down Family Foundation
Gert Wharton Endowment Fund
The Hunt Family Charitable Foundation
The Max and Beatrice Wolfe Foundation
The Norman and Margaret Jewison Foundation
Phyllis & Ab Flatt Family Endowment
Powis Family Foundation
Sleeman Breweries
Toronto Symphony Volunteer Committee
William Birchall Foundation



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Have a question?

Call: 416.598.5386 (Mon–Fri, 9:00am–5:00pm)

Email: schoolconcerts@TSO.CA

For more information: TSO.CA