

Hong Kong Inter-School Choral Festival (HKICF) 2027
香港校際合唱節2027

Workshops For Music Teachers / Conductors
音樂老師及指揮工作坊

Rules and Regulations 規則和條例

1. General Rules 一般條例

- 1.1. By registering to participate in the Workshops For Music Teachers / Conductors ("Workshop"), the participant represents that he/she has thoroughly reviewed all rules and regulations relating to the Workshop and agrees to strictly adhere to them.

凡報名一經採納，即表示參加者已細閱讀相關工作坊條款和細則，並同意受其約束。

- 1.2. Emails to participants and notices and procedures pertaining to the Workshop published on HKICF ("the Organiser")'s website and/or social media platforms form part of the Workshop's rules and regulations.

凡經由香港校際合唱節（下稱「本機構」）發出之電子郵件、機構網站及 / 或社交媒體平台上發布的相關通知和程序，均視為工作坊規則和條例的一部分。

- 1.3. The Organiser reserves the right to modify the Workshop rules and regulations from time to time. All such changes, along with all Workshop-related notices, will be published on HKICF's website and/or social media platforms.

本機構保留不時修改工作坊條例及細則的權利。所有此類變更以及相關通知將在本機構網站及 / 或社交媒體平台上發布。

- 1.4. The workshop description outlines our intended content. However, please note that the actual content may be adjusted as needed during the workshop. The Organiser reserves the right to modify workshop content to ensure the best possible learning experience for participants.

每項工作坊簡介只供參考，本機構保留修改工作坊內容的所有權利。

2. Registration 報名

- 2.1. Workshop spots are limited and registration is on a first-come-first-served basis. On-site registration for workshops may be accepted based on availability, with standard fees applying. Please note that no prior notice will be given regarding workshop vacancies. We strongly recommend that applicants secure their seats during the registration period.

工作坊 / 活動名額有限，報名先到先得，額滿即止。工作坊接受即場報名，參加者須以工作坊正價報名。名額取決於活動當日出席人數及場地座位數目，先到先得，本機構將不作提前通知。

- 2.2. Applicants must complete the online payment process through the registration platform to secure their place in the workshop. If special arrangements are required, please contact the Organiser via programme@hkvchorus.org.

申請者須於報名時完成網上付款，方可確保工作坊名額。如需作特別安排，請電郵至 programme@hkvchorus.org 與本機構聯絡。

3. Venue Rules 場地規則

- 3.1. All participants and audience must adhere to the venue rules imposed by the venue.

所有參加者和觀眾必須遵守場所之規則。

- 3.2. The Organiser reserves the right to finalise seating arrangements according to the restrictions by the venue or the temporary situation.

本機構保留根據場地限制而安排座位的最終權利。

- 3.3. Any individual who causes nuisance at the venue will be asked to leave.

任何人士如在活動場地作成滋擾、妨礙活動進行或影響場地秩序的行為，本機構可全權酌情要求有關人士離場。



- 3.4. The Organiser is the sole authorised photographer at the venue. Unless otherwise permitted, audio or video recording of any part of the Workshops are prohibited. Violators will be asked to leave the venue.

本機構委任的攝錄團隊為比賽場地內唯一獲授權進行攝影、錄音及錄像的人員。除非另有許可，任何人士不得對工作坊過程進行攝影、錄音或錄影。違反上述規定者，本機構有權要求其立即離場。

- 3.5. All attendees of the Workshop are responsible for their own personal belongings. The Organiser is not responsible for any related damage or loss.

所有出席者應自行看管個人財物。任何損失本機構概不負責。

- 3.6. Public parking space will not be provided by any venue.

所有場地均不提供車位。

4. **Copyrights of Workshop Materials 工作坊教材版權**

- 4.1. Some workshops will provide sheet music as part of the course content. Participants are not permitted to use the sheet music for any other purposes without authorisation.

部份工作坊將提供樂譜為課堂內容，參加者不得擅自使用樂譜作其他用途。

- 4.2. Some workshop presenters will provide participants with handouts and presentation slides. Participants are not permitted to reproduce or publicly distribute these copyrighted materials.

部份工作坊講者將提供講義及展示簡報，參加者不得將其轉載及公開。

5. **Miscellaneous 雜項**

- 5.1. For matters not covered by these rules, a final decision consistent with the spirit of these rules will be made by the Organiser.

本機構擁有對合唱節規則未盡事宜的最終詮釋權。



- 5.2. In the case that the Education Bureau announces the suspension of classes due to infectious diseases/weather, Workshop may be cancelled and there will be no re-scheduling of it. The Organiser will also not make any further announcement regarding such cancelled session(s).

若教育局因傳染病、天氣惡劣宣布停課，所有合唱節活動亦須取消的情況下，工作坊則會隨之取消，而不會重新安排。本機構亦不會就取消的工作坊事宜作進一步公告。

- 5.3. The Organiser will not provide a refund under any circumstance.

本機構在任何情況下均不會提供退款。

- 5.4. The Organiser retains the discretion to not allow any individual or group from participating in the Workshop due to public health concerns.

基於公共衛生考量，本機構將保留酌情權，可禁止任何個人或團體參加工作坊及相關活動。

- 5.5. The Organiser reserves the right to use photographs, video recordings captured or recorded during the Workshop for publicity, promotional and other purposes related to the Hong Kong Inter-School Choral Festival. The Organiser shall not be required to provide prior notice to the participants, their parents/guardians or their schools, nor shall it be required to pay any fees or remuneration in connection with such use.

本機構有權使用及上傳於本活動期間拍攝或錄製的照片、錄像作宣傳、推廣及其他與香港校際合唱節相關之用途，而毋須事先通知參加者、其家長 / 監護人或所屬學校，亦毋須支付任何費用。

- 5.6. Rights to all Workshop-related photography, as well as video and sound recording belong to the Organiser.

所有與工作坊相關攝影、錄像和錄音的權利均歸本機構所有。



5.7. The Organiser reserves the right to:

- Change the workshop schedule, venue, content and instructor without further notice.
- Amend the above terms and conditions anytime without further notice. In case of disputes, the Organiser reserves the right to make the final decision.

本機構保留以下權利：

- 更改工作坊的時間表、場地、內容和講師之權利。
- 隨時修改上述條款和條件之權利，而無需諮詢參加者。如有爭議，本機構保留最終決定權。

6. Enquiries and Comments 查詢及意見

- 6.1. Enquiries, complaints or comments must be provided in writing by the responsible teacher or principal and submitted to the Organiser via programme@hkvchorus.org within a week of the final session of the Workshop.

所有查詢、投訴及意見均須由負責老師或校長以書面形式提出，並於工作坊最後一天或之前，以電郵方式提交至 programme@hkvchorus.org。

- 6.2. These enquiries, complaints or comments will be dealt with after the Workshop is concluded. The relevant teacher will receive a written reply and be informed of the follow-up result, if any.

任何意見及查詢將在工作坊結束後處理。本機構將以書面形式回覆有關老師，並通知其處理結果。

- 6.3. The letter containing the enquiries, complaints or comments must include the following:

- (i) Signature of the school principal or responsible teacher; and
- (ii) The official school chop

意見及查詢信件必須包括以下內容：

- (i) 校長或負責教師簽署；及
- (ii) 學校正式印章



- 6.4. No reply will be given for any communication that fails to comply with the aforementioned requirement. The Organiser will not respond to any complaints failing to comply with the rules.

凡不符合上述規定提交的查詢、意見或投訴，本機構將不予處理，亦不會作出回覆。本機構不會受理任何以其他方式提出的查詢、意見或投訴。