

# STUDENT BAND HANDBOOK

## **Band Policy**

In order to assist band members and parents in understanding areas of responsibility, a statement of band policy is herein set forth. Becoming familiar with this policy will enable each individual to make the most of this great opportunity to be a member of the high school band program, becoming a better person and a better musician.

We firmly believe each student should improve through regular practice. When the student has lost the will to improve him- or herself or to make a better contribution to the band, he or she is wasting the time and effort of fellow band members and the community by continuing in the program. The happiest student is one who improves through regular habits of practice and daily progress. He or she must not only know right from wrong but must be able to stand for principles and develop a high sense of purpose toward which he or she is willing to work. Responsibility is the focus behind any level of achievement within this program. We intend to conduct ourselves in a manner that will facilitate learning of all students.

## **Objectives of the Band Program**

- To teach music by its actual performance
- To develop performance skills on wind and percussion instruments
- To provide for the music needs of the school and community
- To acquaint the students with music theory/history and how history and musical composition relate to students' lives and musical experiences.
- To provide all students with the opportunity for worthy use of their time, a means for self-expression, and a healthy social experience.
- To develop the ability to function as a responsible member of a group, enhance interaction, and develop *esprit de corps*.
- To foster leadership skills within each student.

## **Did You Know?**

- Colleges and universities offer great scholarships for students who excel in band. Students who work hard now can make going to college MUCH easier!
- College admissions officers continue to cite participation in music as an important factor in making admissions decisions. They claim that music participation demonstrates time management, creativity, expression, and open-mindedness.
- Students with band and orchestra experience attend college at a rate twice the national average.
- A ten-year study indicates that students who study music achieve higher test scores, regardless of socioeconomic background.

## **Band Curriculum**

### **Symphonic Band**

The symphonic band is the primary performing organization in the instrumental music department during the winter and spring. This group is made up of students in grades 10-12. This is where the core of music instruction is provided. The symphonic band will be comprised of students with the performing ability necessary to play grade 3-4 band literature.

### **Concert Band (Freshman Band)**

The concert band is the entry level performing organization in the instrumental music department during the winter and spring. This group is made up of all freshman students. This is where the core of music instruction is provided. The concert band will be comprised of students with the performing ability necessary to play grade 2-3 band literature.

### **Marching Band**

Due to the high visibility and involvement within our community, ALL students within the band program are expected to participate in the marching band. This group performs in the fall via football games, parades and competitions. The only exception are students participating in a competitive fall sport. These students are still required to participate in daily band class and are STRONGLY encouraged to find a way to participate in marching band.

### **Percussion Class**

All percussion students must enroll in the percussion class. This class will focus on all areas of percussion including: marching, concert, world and all-state auditions.

### **Colorguard Class (Band Flags)**

All students selected as members of the fall colorguard are required to take this course. Class instruction is focused on flag, weapon (rifle/saber), dance and choreography skills.

### **Chamber Ensembles**

During the fall and spring, chamber ensembles will be formed. ALL band students will be encouraged to perform in a chamber ensemble. Possible groups are woodwind quintet brass quintet, saxophone quartet, horn ensemble, trombone quartet, low brass ensemble, flute choir, clarinet choir, percussion ensemble, and additional small groups. There will be a chamber concert in the spring and opportunities for performance at solo and ensemble festival.

### **All-State and Regional Band**

Members of the band program are eligible to audition for the all-state, regional, district and county bands. Regional auditions are held in January with “finals” for all-state two weeks later. The regional band clinic is held at Charleston Southern University in North Charleston and the all-state clinic is held at Furman University.

All audition materials can be found here: [www.bandlink.org](http://www.bandlink.org) (click on All-State)

## **Summer Instruction**

There are many nationally known summer institutes for instrumental instruction. Some of the best are Brevard Music Center, Sewanee, Interlochen Arts Camp, Aspen Summer Music Program, Kihaven, Keystone Brass Institute, and Tanglewood. There are also regional summer music camps at local universities.

## **Private Lessons**

As one might expect, private lessons on a musical instrument are the best way to improve performance skills. The one-on-one approach allows the student to benefit from individual attention as opposed to being one in a class of more than fifty. A recent survey of students in the All-State band revealed that approximately 80 percent of the students in band study privately. Students are generally more inclined to practice diligently for a weekly music assignment, and this discipline increases the student's enjoyment with the instrument. The band director will be more than happy to assist in the selection of a private teacher. Private lessons are the #1 way to improve our band program.

## **Attendance Policy**

*The only excusable absences are prearranged school conflicts and those that would be excused by the school for regular attendance records, e.g., illness, a death in the family, or a religious holiday.* Individual needs will be addressed as they occur. This system is subject to modification by the director.

For *all* absences, the following procedure must be followed by the student and parent:

- The director must be notified in advance
- For illness, a parental note or doctor's excuse must be submitted
- In extreme cases, a phone message may be left on the band office answering machine with a follow-up personal call. 843-695-4900 ext. 52183
- Follow-up is the sole responsibility of the student!

PLEASE PLAN ACCORDINGLY; YOU WILL HAVE A BAND CALENDAR!!!!!!

Students will make up unexcused absences by doing one hour of supervised practice per absence.

## **Tardiness to Marching Band**

Students will make up their tardiness at the conclusion of rehearsal.

## **Sitting Third Quarter**

During marching season, students will sit during the third quarter of football games for the following reasons:

- Failure to pass-off music by the allotted deadline
- More than one unexcused rehearsal or tardy per week
- Any infraction of disrespect

## **Conflicts with Band**

Resolving conflicts with band and other activities or events is the responsibility of the student. Rehearsal and performance schedules are given out in advance (via the website) so that arrangements can be made. Students should not become involved in activities that may directly conflict with band activities. When outside activities create hardships concerning band, unless it is a situation that should only happen once, the student will need to consult with the director about possible alternatives. Students should have a calendar and be aware of band dates well ahead of schedule. It is the policy of the band director to assist students when conflicts occur within the scope of the band policy. Students are reminded that band is a very demanding activity and that involvement in outside activities should be limited to those compatible with the band schedule. All conflicts with performances must be resolved in favor of band participation. Work is not an excuse for missing any band activity. **If a band student is absent from a competition or festival performance, they will forfeit their band award letter for that school year.** All we ask is students stick to their commitments. If students choose to participate, they should stand by their commitment and show up when expected.

## **Grading Policy**

Scales and Technical Exercises = 30 Percent

Materials = 20 Percent (being prepared with music, pencils and a good attitude)

Music and Performances = 50 Percent

## **Duties of the Band Member**

- Be on time to all rehearsals and performances. **Early is on time – on time is late.**
- Upon entering the rehearsal setting, get your instrument, and go directly to your seat.
- When the director or staff member steps on the podium or asks for your attention, all talking should cease.
- Come to rehearsal with a good attitude
- There should be no excess playing (e.g., horsing around on the instrument), only good solid material.
- Make a real effort to improve on a daily basis, and establish a good practice routine.
- At the end of rehearsal, put all materials in their proper place.
- Maintain a strong academic standing in all course work.
- Become responsible for and assume responsibility for your own actions. Admit when you are wrong.
- Have proper respect for yourself and those in authority.
- Read and play music with insight and purpose – have musical expectations.
- Say “Thank You” when appropriate.

## **The Importance of Attitude**

The greatest single factor that will determine the success of any individual or organization is **attitude**. The kind of person you are is an individual choice, and how you feel about something is one of the few actual independent choices you have in life. It takes intense dedication to reach goals. Students should learn to discipline themselves to practice fundamentals daily. The right attitude must be present along with sincerity, concentration, and dedication as the basic foundations. Such an attitude makes an artistic performance inevitable and is the difference between a winning organization and a mediocre group. The band can do much for you. Make the most of it in every rehearsal and performance.

## **The Importance of Discipline**

Because of the nature of the organization, band discipline must be strict! Band students and parents must believe in the ideals, principles, and philosophy of the organization. Each member must always be aware of good behavior and think for him- or herself. Any misconduct casts a bad light on the school, community, and band program. Any member who discredits the organization by his or her conduct or actions in band, in another class, or on a trip shall be subject to dismissal from the band program or may lose a privilege within the program. This may include a chance to go on a spring trip. This decision will be at the director's discretion.

## **Parents' Responsibility to the Band**

It is the responsibility of every parent and guardian to see that the policies outlined in the handbook are followed and that the "Contract of Mutual Consent" is signed and returned. This states that you understand the policies set within and that any questions are to be directed to the band director by making an appointment. Each parent is responsible for the attendance of his or her child at all band functions. It is the responsibility of each parent to see that the child practices his or her instrument daily. The hands of the directors are tied without the help of parents.

## **How Parents Can Help**

When a band question arises, it is important that you get factual information before discussing it with others. We do more harm to ourselves, the band family, when we talk about things that contain one or more falsehoods presented as facts. If questions arise, it is important to remember this axiom:

- If it is a performance issue or anything dealing with the band proper, contact the band director.
- If it is a fund-raising question or anything dealing with parent issues, talk with the booster club president.

## **Parents Can Also Help By:**

- Show an interest in the musical study of your child.
- Arrange a regular time or you child to practice.
- Listen to performances of practice material when ask to do so.
- Help the student keep a daily record of practicing.
- Come up with a reward system for daily practice.
- Keep the instrument in good repair. Get a metronome.
- Be extra careful with school owned instruments. Repairs are expensive!
- Teach your child to be prepared and on time to each rehearsal or lesson.
- Provide private instruction!
- Make faithful attendance at all band events important.
- Buy your child a personal planner for marking important dates
- Keep the handbook in a safe place and refer to it often.
- Notify the teacher if the student is to be absent for rehearsals or lessons.
- Attend booster meetings, concerts, games , and contests
- Turn in fund-raising money on time.

## **Students' Responsibility to the Band**

As members of this organization, you have a great deal of responsibility. These expectations coordinate with the privileges, rewards, and duties of the band program

### **To Ourselves**

You have the primary responsibility of developing your own abilities. The benefits of a good instrument and daily practice can never be overestimated. What you put into it is what you will get out of it. The director is always available for your guidance and encouragement. Just ask!

“Achieving something great in life usually requires some sort of sacrifice”.

### **To Each Other**

We must always do what is best for the welfare of the group. There can be no selfish act solely for the benefit of the individual. Respect each other. If there are conflicts, find a way to resolve them. Never insult another band member's integrity. The word “band” implies that we are banded together without divisions.

## **Financial Obligations**

Each band student is assessed a dollar amount determined by the budgeted needs of the band for that year divided by the number of band and guard members. The student earns credit toward this assessment by fund-raising or by paying fees. Invoices will be sent out periodically in accordance to booster club procedures.

**The 2011-2012 ARHS Marching Band Fee is: \$375.00**

This fee covers the cost of non-district staffing, entry fees, show design fees, instrument needs, equipment needs as well as miscellaneous booster club items that help our band operate during the year.

*At times the financial obligation will be heavy, but no member will be denied the opportunities of the organization due to financial difficulties. Please talk with the booster club president and director.*

## **Student Expense Accounts/Fundraising**

Student accounts are established for each student and maintained through the Booster Association. Deposits may be made into student accounts through fundraising or direct payment. Designated fundraisers will be earmarked for student "travel and expense accounts". The profit percentage varies from one fundraiser to the next. The student may then use his/her earned credit towards specific expenses (e.g., band fees, winter fees). The student account is a great way to defray the costs of trips, uniforms, fees and equipment needs. A limited number of fundraisers are allowed by the school district, so it is important for each student to participate fully or be prepared to pay a significant sum into their accounts. Even if students pay fully into their accounts, they are expected to help with fundraising efforts. Fundraising is a team effort. All student account balances may be monitored through the use of "Charms". A link is available on the band website. Questions concerning student accounts should be directed to the booster club member in charge of them.

## **General Rules and Procedures**

- Shoes and socks must be worn at all times for outside practices
- Chewing gum is not permitted during a rehearsal or in the band room
- Each band member must respect his or her band uniform and wear it properly at all times.
- No hats or sunglasses are allowed to be worn inside the building.
- Be in your seat, warmed up, and ready to begin on time.
- Respect authority and others, including their personal property.
- A band member will wear no exposed jewelry while in uniform; civilian clothes must be tasteful. Only watches and class rings are permitted. Ladies may wear studded earrings.
- Drinking, drugs and tobacco is strictly prohibited. All school district policies regarding such are in force during any band activity.

- All school rules will be enforced.
- Cell phones are prohibited during band rehearsal. Students are not to receive phone calls/text messages during band practice hours. This causes severe disruption.
- Students are to remain with the band after games and will be dismissed as a group.
- Students shall not damage any property or instruments. Parents will be billed for any damages.
- Boys may not sit with girls on the bus.
- Students may practice in the band room before school, during lunch and after school if the band room is available.
- Students are to say “Thank You” when appropriate.

### **Summer Marching Band Camp**

Band camp is held during the last full week of July for percussion/guard and the first two weeks of August for the full band. Camp is taught by the directors, camp staff and student leadership. Camp is required of all students of the band. Approximately seven weeks of normal rehearsal time is crammed into the week, so attendance is a must. Parent volunteers will be in attendance to help out with whatever needs may arise. Camp will end at the conclusion of the exhibition on Thursday evening.

### **Marching Band Practice**

Students are expected to attend all rehearsals and performances. If there is a situation preventing this, the band director **MUST BE CONTACTED** via letter, e-mail or phone *beforehand*.

Remember the band policy. If the school will excuse it, so will the band. Hair appointments, work and shopping etc. are **NOT** excused! After school rehearsals will be on **Monday** from 3:30-5:00 and **Tuesday and Thursday** from 3:30-6:00. Do not leave messages with other students. The band director **MUST** be contacted even if you are absent from school on a practice day. The band will rehearse until the listed end time. Expect students to leave after that time.

### **Uniforms**

**The band will provide the following in regards to the uniform:**

- Shako and Plume
- Bibbers
- Coat and accessories

**The student will provide the following:**

- Khaki shorts (finger-tip length) and brown belt, plain white socks, tennis shoes (mostly white)
- Band T-Shirt (summer uniform \$10 included in fees)
- Black Marching Shoes **if needed** (\$40 buy from band), black socks
- Marching gloves for wind players (\$3)

Dress uniforms will be kept at the school and issued prior to each event and returned after the event. They will be cleaned by the booster club. The uniform is to be worn properly at ALL times!

## **Inspection**

Prior to dress uniform performances, band members will stand inspection. Student officers will lead the inspection process for their respective section. Band members will be checked for the following:

- Clean uniform
- Clean shoes
- Black socks
- All uniform parts, accessories
- Hair correctly worn – all hair must be above the collar
- Jewelry. Only studs may be worn as earrings
- Clean, lubricated instruments

## **Football Games**

- Report time for all games will be announced each Thursday prior
- Students must wear the full uniform (summer or dress). Students will not be allowed to participate if they are missing or have incorrect uniform items.
- For home games, students will be dismissed at the band room door as a group
- Officers will remain to clean band room
- For away games, students may ride home with a parent if they are checked out in person with the director.
- Students may ride home with another individual only with a signed parent note.
- When marching to and from the stadium, the band will remain at attention.

(When you have class it shows, when you don't, *it shouts!*)

- Only uniformed band members and booster club members are a loud in the band section.
- All members are to remain in their section. Any stands music will not be played unless rehearsed and approved by the band director.
- There is no eating or drinking in the stands. The band will have the third quarter off and must be back in their seats by the beginning of the fourth quarter.
- When in dress uniform. Coats may NOT be removed during a game.
- All members should be alert as to what is going on down front. Be ready to react immediately to instructions given by the drum major or director.
- No student may leave the band section unless it is a restroom emergency. Students who leave the band section must be in pairs and have permission of the director.
- Band students who cheer will alternate games with cheerleading. These students will still perform at half-time with the band regardless.

## **Traveling**

- If conversation can be heard in the front of the bus, it is too loud!
- There will be no hanging out of or talking out of bus windows.
- When entering towns or stadiums, there will be NO talking.
- Please keep the bus clean; pick up after yourselves, and always thank the chaperones and bus driver.

## **Competitions**

Competitions are special events in which we get to perform for a sophisticated audience and very competent judges. We are there to do our best – not to win. If we do our best, everything will take care of itself and we will have a successful experience. All parents are encouraged to attend competitions and support the band. **Since competitions are what we work so hard for, missing one of these events is NOT an option for band students.** Please consult the band calendar at the beginning of school and plan accordingly. Please see the director immediately if there is any concern.

## **Concert Band Auditions**

In November, there will be auditions to determine chair or band placement. Auditions will be announced well in advance and will consist of scales, technique, and a required solo. The auditions will be judged by area professionals.

## **Concert Band/Symphonic Evening Practicies**

Occasionally near concert time there will be required evening/after school rehearsals.

## **Classroom Procedures**

- You must be in the instrument room or in your seat when the bell rings. A downbeat will be given two minutes after the bell. During the two minutes beforehand you should move to your seat; obtain music, and a pencil; and begin warming up for the day's rehearsal. Make sure you have extra reeds. Percussionists should set up and equipment during warm-up. Announcements will be made at the beginning or end of class and will be written on the board.
- Talking will not be tolerated during rehearsal.
- The purpose of rehearsal is for you to learn the parts of others and how they relate to yours, not to learn your individual music. That is for home practice!
- If you must leave your seat for any reason, please ask. Restroom breaks are for emergency only as this causes disruption in our room. Take restroom breaks between classes.
- In your individual warm-up, it is important to practice long tones, lip-slurs, scales and that day's assignment on a daily basis.

## **Materials Needed for Class**

- a sharpened pencil
- instrument (sticks, mallets)
- music and folder
- at least 3 reeds (clarinets and saxophones)
- at least 2 reeds (oboes and bassoons)

## **Scholarships**

There are a wide variety of scholarships available for both music majors and non-music majors on the collegiate level. Many universities grant partial scholarships or a one-time scholarship to students who simply agree to play in an ensemble, and some waive out-of-state tuition. Ask for information in the band office and we will help in any way we can.

## **School Owned Instruments**

Each student who uses a school-owned instrument is completely responsible for the care of the instrument. A **\$30.00** fee will be assessed for the year. This fee will go towards any general repair caused by normal wear and tear. If the instrument is damaged due to negligence, the student is responsible for the entire cost. An instrument check out form must be filled out and on file with the director.

*TAKE CARE OF SCHOOL INSTRUMENTS!*

## **Use of the Band Facility**

### **Band Room**

The use of band facilities before, after and during school is a privilege. Students who abuse the facility will be asked to leave the band room. Any abuse or damage will be considered vandalism. **No outside students are permitted in the band room**, except for business with the director. There will be no horseplay, e.g. throwing things, dancing, yelling, chasing through the band room. This goes for the parking lot right outside the band room doors as well. Students waiting on rides must do so in the band room or the porch outside the door. Only percussionists may touch percussion instruments.

### **Band Office, Band Library, Phone**

The band office is private and is not to be entered by any student without permission from the director. All students are to keep in mind that this is a place of business. If the door is shut, knock first. The band library is off limits to all students except library staff. Please keep usage of this office phone to a minimum. Use personal phones if available.

## **Practice**

As with any activity, you get out of it what you put into it. Band will not be fun unless you practice daily. There are many values in the study of music as a discipline that transfer to other areas of life. Although this will not immediately happen, persistent practice will lead to enthusiastic, driven practice. Remember: “Perfect practice makes perfect!”

Here is a suggested plan of study as you practice:

- Pick a set time each day. Make an appointment!
- Have a non-boomy place of practice
- Use a tuner if available (such as the band tuner)
- Increase dynamic range (soft-loud)
- Use our daily warm-up and think “tone”
- Increase endurance (play longer each session)
- Play scales every practice session
- Increase range (highest note with good tone)
- Take a break every 20 minutes
- Use a metronome (such as the band metronome, helps keep time)
- Work on technique (articulations, accents, lip-slurs, fast fingers)
- Work on all-state, region, requirements
- “I will start with \_\_\_\_\_ minutes and increase to \_\_\_\_\_.”
- Practice sight-reading. Buy a book for your instrument to do this.
- Keep a daily log of what you accomplished
- Eat an elephant by taking small bites. One day at a time.

## Costs of Being in Band

Annual Band Fee (fair share) \$375.00

Summer Khaki Shorts \$15.00

Band Hoodie \$20.00

Winter Percussion/Guard \$375.00

School Instrument Rental \$30.00 (if needed for school owned instrument)

Band Uniform Shoes \$40.00

Memories PRICELESS

## Contract of Mutual Consent

I, the undersigned student, accept membership in the Ashley Ridge High School Band and understand I am responsible for all policies set forth in the band handbook. I fully agree to carry out my responsibilities to the very best of my ability.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

I, the undersigned parent or guardian, have read and understand the policies set forth in the band handbook. I also grant full permission for my child to be an active member of the Ashley Ridge High School Band. In addition, my child has full permission to attend all band functions. Furthermore, I understand that I must meet all financial obligations.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date