

Munford High School Band Member Handbook

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Band Policy:

In order to assist band members and their parents in understanding areas of responsibility when involved in the Munford Band Programs this policy is set forth. All members and their parents should become familiar with this policy in order to be a successful part of the band program. The ideal band student is one who improves through regular practice, knows right from wrong, has a great work ethic, and a strong set of principles. I expect all band students to be models of good citizenship in their daily lives as they are a reflection of a group. Responsibility is the key to success within this program and all students are expected to conduct themselves in a way that facilitates the learning of all members.

Objective of the Band Program:

- To teach music through practice and performance
- To develop skills on instruments and/or body movements
- To foster leadership skills and responsibility
- To teach good citizenship and develop the student's ability to function as a member group.
- To provide students with an opportunity to express themselves as well as a healthy social experience

Attendance and Tardiness Policy:

Excessive tardiness or absence will result in a loss of performance privileges.

Band camp and performance:

All band members are expected to be present and on time for all practices and performance! The only excused absences from performances and band camp are those that would constitute an emergency. (Example: death in family, illness that prohibits participation, other approved absences at discretion of the director.) **Performance and band camp absences WILL NOT be excused for concerts, family trips, church events, etc. All absences from a performance should be discussed with the band director as much in advance as possible.** I am including all performance and camps dates possible and expect you to work around them as I do - we cannot be successful without all members present.

Practice attendance:

All students will be allowed **one** absence from after school rehearsal for the marching season. **Sitting out of one half of practice will be counted as an absence except in approved cases.** Students are expected to march when at practice otherwise they are wasting their own time. Students missing more than two school class practices in any given week will not be allowed to perform in the halftime show, but will still be expected to participate in all other football game activities – this is not a form of punishment. **Students who have missed over 4 rehearsals before the completion of competitions for the year (this includes after school and in school rehearsals) may be removed from the marching show at the director and leadership council's discretion.** This is for the success for the program as a whole, not punishment to the student that is side-lined.

Tardiness:

Tardiness to rehearsal will result in a punishment of running 3 laps after the end of the rehearsal to make up for the lost time. If you aren't in line ready to begin when the drum major calls you attention you are late. You have fifteen minutes to change and make your way to the field, the command will be given promptly at 1:50 and/or 3:00.

Tardiness to a football game or contest will result in a loss of 3rd quarter break privileges AND/OR you missing the bus!

Travel Procedure:

Students will be expected to be on time to whatever report time is given for travel. There will be a uniform check performed by student leadership before departing the school for every performance. **Students are solely responsible for making sure their instrument, uniform, shoes, etc. make it to the performance.**

A student who does not have something needed for a performance will be sidelined during the performance and will lose 3rd quarter break privileges. Students will be dismissed to load the bus by seniority for every event. Students will be on an assigned bus and may not switch buses for the duration of the season. No one will be allowed to place his/her things on the bus to reserve a seat; students are expected to make room for all members and not guaranteed a seat alone. Electronic devices are welcome and encouraged, as well as back up chargers. Food and drinks are allowed at the discretion of the bus driver provided all trash is picked up; a section will be designated to check the buses and clean them before dismissal. All students are expected to assist with unloading the trailer immediately upon return to the school; students refusing to help will be given laps to run at the next rehearsal. No one may leave until the director has dismissed the whole. When the buses are returning home, students are expected to find away to contact a parent in order to have a ride waiting at the school. The director will post an estimated arrival time on all media outlets available. Students are allowed to ride home with parents or other people only if a note has been sent in prior to loading the bus. Parents may sign students out at the end of the game or contest, but all students must ride the bus to the performance!

Students are always expected to travel in groups or pairs. Students may go to the restroom and concessions at home games in pairs, but when we are at another school the expectation is to be in groups of three plus for safety reasons. No student is allowed to roam around alone. When appropriate, students will turn in names for an assigned walking group that they will be expected to remain with at all times. Students are always expected to move around with the band as whole when entering or exiting performance spaces.

Students should always abide by all school conduct procedures when traveling. Remember, you are a representative of your school, community, and band at all times!

Football Game Policy and Procedures:

Students are expected to arrive to the school by a designated report time and to have uniform in hand and/or be dressed appropriately. (Example: If call time to load is 4:00PM students are expected to have their uniform bagged and ready along with all parts and be ready to load instruments on to the trailer.) Members are expected to wear their Munford shirt underneath their marching uniform so as to match when removing of jackets.

Students will be expected to sit in sections and remain in their section for the first, second, and fourth quarters of the football game. **No food or drinks other than water are allowed in the stands until third quarter. Parents and friends are NOT allowed within the band section.** Visits with friends and family should be done prior to the beginning of the game or during third quarter break. **The use of cell phones is limited to only third quarter break and fourth quarter.** This is to

allow the band to be ready to play and paying attention to the game. **You are expected to be ready to play whenever the drum major the counts off to start a song!** It is a bad reflection on our band when the drum major begins a song and it falls apart because you aren't ready to start.

Students will be allowed to have third quarter off in order to eat and socialize. Students must be in the band section at 2:00 minutes before the start of the fourth quarter and ready to play on the buzz of the fourth. Students not returning to their assigned places and ready to play will lose time off their next break. **During break students are expected to behave according to school policy. This means no public displays of affections, running, yelling, or acting in a way that would embarrass your teacher or fellow band mates. You are still in uniform and still an ambassador of your school and band program!**

Home Games:

Call time for home games will be 5:30PM. Students should be in the band room in uniform at that time ready to begin warm up. We will march in around 6:40 PM.

The national anthem will be played at most home football games, this is required to be memorized by each band member. Students should be ready and waiting to play the Star Spangled Banner upon arrival at the field.

Away Games:

Refer to travel policy section for loading/unloading information.

Contest Policy and Procedure:

Refer to travel procedures***

Students are expected to be on time to depart for contest and dressed appropriately. Upon arrival at contest, students are expected to remain on the bus and await instruction from the director. We will unload together and go to dressing and restroom areas. We will stay together throughout the warm up and performance process. Following performance, students will be allowed to change after the instruments have been loaded on the trailer. Students must wait until the director has dismissed them to change before leaving the trailer area and getting their supplies from the bus. Once the equipment has been checked students will be dismissed to change and enter the stadium to watch performances. Students must remain in groups of four while at competition and will be expected to sit together in their reserved seating area throughout the day. Students will be allowed to leave after a performance only if excused by the director for emergencies or approved conflicts. Students will need funds to eat and will be given options to buy souvenirs throughout the day. Phones and electronic devices are welcome, but students are responsible for loss or theft. All spectators of performing bands are expected to

remain seated quietly during other band performances and to cheer on our band loudly when we get to the awards portion of the day!

Grading Policy:

Students receive 100 points per football game and Christmas parade.

Unexcused absence from a performance will result in an issuance of a 10 page report to make up the credit for the performance.

Contest and Concert Performance are worth 200 points each; unexcused absence will result in an issuance of a 20 page paper to make up the credit.

A bulk score of 100 points will be given per nine weeks for rehearsal attendance. A student missing more than the allotted amount of rehearsals without director approval will result in an being issued make up work for rehearsal participation.

Duties of a Band Member:

- Be on time for all scheduled rehearsals and performances in the proper place with materials in hand
- Always have supplies needed for rehearsals and events (instruments, music, proper clothing if applicable, pencil)
- Uphold all school behavior policies both during school and when involved in outside activities
- Regularly practice on your instrument to improve and learn issued music
- Take care of all property of MHS (chairs, stands, instruments, uniform, etc)
- After rehearsals or performances put all materials in their proper place.
- Have proper respect for yourself and those in authority (including student leadership)
- Maintain a positive attitude and a good work ethic!
- Pass off all music to a section leader or the band director in order to be included in performances

Attitude Expectations:

The greatest single factor that will determine the success of any individual or organization is attitude. It takes intense dedication to reach goals and students should learn to discipline themselves to work hard. The right attitude must be present at all times along with sincerity, concentration, and dedication as a basic foundation. Positive attitude and a willingness to work and improve is the difference between a winning organization and a mediocre band!

Discipline Policy:

Minor Infractions:

In the band program we use various forms of discipline as a means to pursue excellence. Minor infractions, such as moving at attention, being out of step, and not having supplies will result in physical activity based punishment. (Examples: push ups, laps around the practice field, standing at attention for a timed period) Student leadership may issue minor punishment in these forms with the director's approval. **If a student feels they are being unfairly punished or harassed by a member of leadership, they should bring it to the director's attention immediately.**

Moderate Infractions:

Moderate infractions such as tardiness to an event, failure to bring supplies to rehearsal or performance, failure to return from third quarter break on time, or moderate behavioral infractions are subject to deduction of time or complete loss of third quarter break privileges. **See Intermediate Infractions listing in the Talladega County Code of Conduct.**

Failure to Pass Off Music:

Failure to pass off music will result in a student being excluded from the performance for the upcoming week. Students who have not passed off all show music before the third week of September (the week before the first competition) will lose their spot in the drill and will be removed from the show. These students will be allowed to participate in the band as runners for the rest of the season.

Major Infractions:

Any student caught in a behavior that would be classified as a major offense according to the code of conduct for Talladega County Schools will be dismissed from the band immediately. **See Major infractions listing in the Talladega County Code of Conduct.**

Parental Involvement – How Can I Help?

It is the responsibility of every parent and guardian to see that the policies outlined in this handbook are followed and that the form in the back is signed and returned. This states you and your band member understand the policies set within and that all questions should be directed to the band director via email or appointment.

How Can I Help?

- Show an interest in the musical study of your child

- Make arrangements and encourage your child to practice at home
- Keep your child's instrument in good working condition and help them keep stock of necessary supplies (reeds, slide oil, etc)
- Consider hiring a private instructor! We have a college right up the road!
- Make faithful attendance at all performances important
- Notify the teacher if a student is going to be absent
- Attend booster meetings
- Help your child fundraise!
- Work in the concession stand!!!

Students' Responsibility to the Band:

To Ourselves:

You have the primary responsibility of developing your own abilities. What you put into it is what you will get out of it! The director is always available for guidance and encouragement - just ask!

To the School and Band:

The school provides us with the resources for rehearsals, performances, and equipment. It is your responsibility to take care of all school issued supplies including uniforms. If you destroy or lose your uniform, you will be responsible for replacing it.

To Each Other:

We must always do what is best for the welfare of the group. There can be no selfish acts solely for the benefit of the individual. Respect each other and support each other. If there are conflicts, find a way to resolve them. Never insult another band member - the word "band" implies that we are banded together without divisions. We are a family.

Rules and Procedures:

- Shoes and socks must be worn at all times for outside practices
- Chewing gum is not permitted during rehearsal
- Each band member must respect his or her uniform and wear it properly at all times. All uniforms must be hung neatly after each performance.
- Be in your seat or practice area with instrument in hand ready to begin on time
- Respect others and authority, including their personal property
- A band member will wear no exposed jewelry while in uniform and civilian clothes must be tasteful.

- All school rules will be enforced
- Students are required to remain with the band until dismissed as a group
- Students shall not damage property or equipment.
- Students must adhere to the bus list and not walk around alone
- All monies must be in a sealed envelope with your name, the dollar amount, and the purpose written on the outside
- Students must keep up with their own music
- There will be no running or horseplay in the band room at any time
- Students must not remain on campus on Fridays before home football games
- Students may stay on campus for away games provided the report time is prior to 4:30PM, but are expected to remain in the band room at all times.

Social Media Clause:

Parents and students: Social media can be both a blessing and curse. We can use facebook, instagram, and snapchat in a positive way, which lifts up our fellow band mates, director, booster club, and school or we can use it negatively. I encourage you to use social outlets to connect with our band and keep up with happenings and also as a way to quickly contact your director or others. I understand and support your right to free speech; however, no one is free from the consequences of these actions. Your posts may cause hurt to another and/or resentment plus cast our band in a negative light, so I encourage you to please **think before you post**. I know sometimes we all need to vent, myself included, but please choose someone you can trust instead and keep conversations private or come directly to your director.

Camp Information:

It is necessary to hold summer rehearsals to prepare students to perform the Fall show. In these camp days, students learn their drill placement, routines, and have an in depth study of their music. Students must be present at camp in order to participate in the marching band. Please make your child spend time outdoors during the summer to prepare them for the high temperatures. Members are encouraged to bring water or sports drinks and a snack for midmorning.

Students are encouraged to dress comfortably for band camp. I recommend a t-shirt or tank top with knit shorts. Please remember to dress modestly as you are at school. Tennis shoes and socks are required and hats and sunglasses strongly encouraged. Please encourage your child to wear sunscreen and eat a filling and healthy breakfast. Note that sometimes milk reacts badly with some students when they are out exercising in the heat and can cause nausea.

Rookie Camp:

Rookie Camp will take place one week before band camp. During rookie camp all new band members will be taught basic marching techniques that they will need to know for full band camp. This camp allows our first year marchers to get individual and small group instruction to prepare them for the coming season. Rookie camp will take place Monday through Friday from 5:00 to 7:00PM.

Auxiliary Camp:

Auxiliary camp is a time when all members of the Munford majorettes, dance line, and color guard come together to learn their performance routines and basic marching techniques. It will take place the week before band camp and last from 5:00-8:00PM.

Drum Camp:

Drum camp is when all members of the drum line come together as a section to learn music for the show as well as work on marching techniques. It will take place from 5:00-8:00PM.

Band Camp:

Band camp is for ALL members of the Munford Marching Band. Students will come together to learn their drill placement for the show as well perfect routines and music. Band camp will last from 7:00-1:30PM with a midmorning break from 10:00-10:30.

Practice Information:

Fall:

During the fall season the Munford Marching Band will practice every day during class time and after school rehearsals will be only on Thursday until 4:30PM. We do not practice on days when school is not in session. Students will need to bring appropriate clothes to change into after school and are encouraged to bring drinks to keep hydrated during these hot rehearsals. Again, it is imperative that you spend time outside during the summer to prepare you for the extreme Alabama heat! It will be ninety degrees outside and sitting out of practice will be counted as an absence.

We will schedule parade rehearsals for Christmas and may need to meet for afterschool rehearsals for the concert. You will be given a schedule for December.

Spring:

During the spring semester we will be performing at MPA as well as performing a concert. There is a possibility that outside of school rehearsals will be necessary and you will be given a schedule in advance.

Financial Obligations:

General Fees:

All students must pay \$150.00 in band fees. These are payable in three payments or all at once.

Instrumental Members:

\$25.00 by May 24

\$75.00 by July 22

\$50.00 by August 23

****Percussionist** will be asked to participate in fundraisers to help maintain equipment.

****Auxiliary Members** will be asked to participate in occasional fundraisers to help pay for props and accessories.

In an ideal world, band would be free for every student that wishes to participate, but unfortunately, the band as a whole has many financial obligations that we have to pay each year.

Your \$150 goes toward:

- Travel
- Uniform and uniform maintenance
- Admission fees for competitions and district participation
- Props for the field
- Music
- Field Equipment
- Instructors
- Classroom supplies
- Awards
- And much more!

The band director wants your child in band! In this pursuit, I am happy to set up payment plans, provide fundraising, and work with you however possible to make a way for you to participate in our band!

Uniforms:

All members will require a uniform for the year. All students will be required to look uniform (the same) when participating in performances with our band.

Auxiliary member uniforms change annually and participants are required to buy their own. These uniforms are ordered specifically for the student. Students are also required to buy shoes and makeup. Member will be expected to style hair and makeup a certain way. All students will need to have a long sleeved white shirt to wear under uniforms in some conditions or with wind suits.

All other band members will be issued a uniform during the summer. Each student is expected to take care of these uniforms while they are in his or her possession and will be required to pay for a replacement in the event of loss or significant damage. Uniforms are required to be hung in your uniform bags at all times. Plumes will be returned after each performance and shakos will be stacked neatly away. You will be expected to buy your own shoes, socks, and gloves. You will receive band shirts throughout the year and are expected to keep them in good shape as you will wear them with shorts or leggings/long underwear every week under your uniform!

Student Leadership:

There are several students throughout the band that the director has chosen to serve in leadership roles. These students have been selected based on their musical ability as well as attitude and work ethic. I cannot provide individual attention to every student at all times so these students are put into these positions to help the functioning of our band to be as smooth as possible. These students are capable of teaching music and marching techniques. All students are expected to listen to sections leaders, band staff, and our drum major as these leaders are enforcing and providing instruction as I have instructed them.

Section leader/Line captain: Based on playing and marching ability, band experience, work ethic, and attitude.

Band Captain: Given to a senior based upon a popular vote as determined by the band

Drum Major: Picked by audition based on conducting ability and leadership skills as determined by a panel of judges.

Acknowledgement Form:

I have read, understood, and agree to follow all rules and obligations outlined in this handbook. **I understand that by signing this form, I acknowledge that these procedures will be followed at all times by myself (my child) and the band director.**

Student print

Student signature

Date

Parent print

Parent signature

Date

New Provisions for 2021:

New Evening Rehearsals:

“Rookie Camp” is now Marching Camp and is mandatory for all band members. Marching camp will take place July 19-23 from 5:00-7:00PM.

Auxiliary and Drum Camp is July 19-23 from 5:00-8:00PM.

Morning Rehearsals:

Band Camp July 26-30 from 7:00-1:30PM.

Rehearsals in class daily from 1:30-3:00PM. You must be in place on the field by 1:45 for high school and 1:50 for middle school. You may change for rehearsal as long as you can be in place in time to begin rehearsal. We will end at 2:55 each day for students to load buses as necessary. Thursday we will rehearse until 4:30.