

NORTHSIDE HIGH SCHOOL BLUE WIND BAND HANDBOOK



926 Green Street, Warner Robins, GA. 31093
478-929-7870

Chuck Herron, Director of Bands, chuck.herron@hcbe.net
Jea-Otis Carter Asst. Director of Bands, jea-otiss.carter@hcbe.net
www.bluewindband.org

The purpose of this handbook is to keep you informed of the policies and procedures of the Northside High School Band program. These items are paramount to the success and progress of a successful program. Please read this book carefully and completely. On the last page is a consent form which must be signed by student and parents stating that the book has been read and that all policies and procedures are understood and agreed to.

Objectives:

- Increase instrumental proficiency through fundamentals and the Georgia Performance Standards.
- Develop Leadership abilities as band officers and representatives of Northside High School and the community.
- Show school pride through support of athletic and academic activities at Northside High School.
- Develop personal and group pride through accomplishments at band competitions, honor band auditions, Solo and Ensemble, and Large Group Performance Evaluation.
- Increase community awareness of the importance of music programs in schools through concerts and community involvement.
- Develop a family atmosphere in the band where students, parents, faculty, staff and community are involved in a musical family partnership through activities and integration of new ideas.

A note From the Director

I am so excited to be a part of this tremendous organization. The Blue Wind Band is rich in history and tradition and each of you should be proud to be a part of it. I want everyone's experience with the Blue Wind Band to be

positive and create memories and experiences that will last a lifetime. It is my belief that we are not only a team, but a family. By working together we will always succeed as we are truly "The Pride of Northside."

General Band Conduct

You are expected to conduct yourself as a lady or gentleman at all times, in all band activities. Always remember that you are a representative of your school and community. Dress and behave accordingly. Be proud, but never arrogant.

You never get a second chance at a first impression!

Behavior in and care of the band room:

1. Do not leave instrument, equipment, music, or any personal belongings out in the band room. Put things in their place.
2. Food or drink is not allowed (except bottled water).
3. Do not use other's belongings without their permission. (This includes school owned equipment.)
4. Gum is never permitted in the band room.
5. Keep your band room in such a condition that you can be proud if a visitor should come by. The condition of your band room reflects the pride that you have in your band.
6. Anyone found to be damaging or destroying band/school owned property will be required to repair and/or replace the equipment and face possible disciplinary action.
7. Always place your books and belongings either in your locker or against a wall out of the way. We don't need to be tripping over your stuff!
8. Always store your instrument in the proper assigned locker in its case.
9. No student will be allowed in the band room without the supervision of an adult. This rule goes for all times throughout the year and particularly includes in the morning and during the after school rehearsal sessions.
10. The band room is not a **FREE LOCKER** therefore only band items will be allowed in the storage rooms. This includes, but is not limited to band shoes for practice, practice clothes, music, etc. Since the band room is not a free locker students will not be allowed to come into the band room during the day unless it is their class period! This also goes for the morning time in which students may only enter the band room if they have an instrument to put in the storage rooms.
11. Non-band members are **NEVER** allowed in the band room at any time!
12. The storage rooms are for storage only! Students may not hang out in these rooms.

Behavior during rehearsals:

1. Immediately get quiet when a conductor (director, drum major, guest) steps upon the

podium or in front of you.

2. Questions should be directed to the podium, not your neighbor.
3. No playing or talking while a conductor is on the podium, unless under his/her direction.

Football Games:

1. Students must use provided transportation to all away football games.
2. All band members are to remain in their respective sections of the bleachers during ball games.
3. No solo or small group playing in the stands that has not been approved by the band director. (Small group playing will be approved if it has been rehearsed and is appropriate.)
4. No one is to leave the bleachers without the permission of the band director and without a chaperone.
5. No non band personnel are allowed in the band area of the bleachers at any time.
6. Always return to the stands following the half time performance.
7. You will usually be given the third quarter off in which case you are to be back in your seat when the game clock reads 2:00. Failure to adhere to this rule will result in the loss of this privilege for the next game.
8. We are at the football game to perform for the public and to support our team. All members are expected to be attentive and ready to perform in the stands at all times.
9. No food or drink in the stands without the permission of the band director.
10. For all home games the report time will be as follows unless otherwise stated:
 - 5:30-Report time
 - 6:00-Uniform Inspection (lined up in concert formation not talking)
 - 6:30-Head to the field
12. For all home games, students **MUST** go home between 3:00-5:30, because their will be no adult supervision during this time. If for some reason a child is not able to go home the director must be contacted 24 hours before the date by the parent.

Guidelines For Travel:

1. Any rules regarding football games which would apply to other band trips are in effect.
2. Each student must have completed a medical form in order to attend any trips with the band. If a student does not return a completed Blue Wind Band medical form prior to the event the student will not be allowed to participate in the trip by any means of transportation.
3. ALWAYS conduct yourself with class. Treat other bands, their members and their parents with the same respect you would want shown toward us.

4. Any personal familiarity (PDA) between any band members will not be tolerated while a part of any band function.
5. Band members are expected to obey appointed chaperones and bus drivers while on a trip.
6. No band members are to completely dress/undress on the bus.
7. The use of alcohol, tobacco or illegal drugs will not be tolerated. Any violation of this policy will result in the following action as prescribed in the NHS School Handbook.
8. For your safety, travel in groups of two or more.
9. Do not fraternize with strangers.
10. A sign up sheet will be posted at the beginning of marching season for busses to out of town trips. No changes in this list will be made without specific permission from the director.
11. Students may not enter or exit the bus until instructed to do so.
12. Students will keep volume levels reasonable and keep all hands, heads and objects inside the bus at all times.
13. All seats will be inspected before the students leave the bus and any trash found in or around that seat will have to be picked up by those students!
14. ALL SCHOOL RULES APPLY AT ALL TIMES DURING BAND FUNCTIONS!

Housing rules:

- A. Do not run, shout or otherwise disturb other hotel/motel guests.
- B. Students are not allowed to leave the housing area.
- C. No boys in girls rooms or girls in boys rooms.
- D. All students must be in their rooms at the designated room check time.
- E. Do not open doors unless visual identification is made. This is for your safety.
- F. No one is allowed out of their room after room check (unless fire or other natural disaster warrants leaving).
- G. Any illness or other problem occurring during the night should be reported by phone to a chaperone or staff member.
- H. Keep room noise to a minimum. There are other paying guests other than you.
- I. Rooms will be checked after all stays. They should be clean. Any damage done to any room will be the responsibility of all the individuals staying in the room unless identification of the one doing the damage is reported.
- J. Room keys are the responsibility of the student to whom they are issued. It is the responsibility of that student to pay for any key which they do not turn in.

SCHOOL OWNED INSTRUMENTS & EQUIPMENT:

All school owned instruments, equipment, books, etc. will be signed out with a check out form that must be signed by a parent. Once an instrument or piece of equipment has been assigned to a student, the student/parent is responsible for it. Any damage done to the piece of equipment, other than normal wear, will be the responsibility of the student/parent. It will also be the responsibility of the student/parent to replace any lost or stolen equipment that may be assigned to them if found that this occurred due to neglect.

NHS BAND BEHAVIOR MANAGEMENT PLAN**CLASS RULES:**

1. Be on time for class- Students must be in their seats with their instrument, music, notebook, pencil and accessories by the start of class. All reeds and oils will need to be purchased before the start of class.
2. Be prepared for class- This includes your instrument, pencil, music, and notebook. This also means coming to class with all at home practice assignments completed.
3. Demonstrate proper rehearsal discipline- No talking when the director is on the podium. Play with correct posture at all times. Raise your hand to get the director's attention. Participate in the rehearsal.
4. Maintain the band room- No food or drink allowed in the band room. Take pride in the band room.

DISCIPLINE – STRIKE SYSTEM

In order to have a productive rehearsal environment student discipline is essential. To encourage proper rehearsal etiquette the NHS Band Program utilizes a Strike System. Each student will receive one warning for any inappropriate behavior in each rehearsal. Please note that without parental involvement and encouragement, no discipline system will succeed.

- 1st offense– Strike or Warning
- 2nd offense– Detention
- 3rd offense–Parent Conference

All Detentions will be served in the band room from 3:15-4:15 on Wednesday afternoons. Detentions are not issued at the convenience of the

student. You will be expected to serve your detention on the date assigned to you. A Detention slip will be issued at the time detention is assigned!

Any student reaching the 2rd offense, meaning they are given After School Detention, **MORE** than **THREE** times will automatically be denied the ability to attend any trips and will also be requested for a parent conference. Parents will also be contacted if any student reaches their third offense in any given day.

Thank you for your cooperation and your support of the Northside High School Band.

Attendance Policy

- Attendance at rehearsals and performances is **mandatory**.
- Each band member must make arrangements to attend each and every rehearsal and performance.
- Absences will be excused by the band director or auxiliary sponsor only.
- Absences will be excused for illness, medical or family emergency, or for tutorial.
- Excessive excused absences will be discussed in a parent conference.
- Each absence will be addressed on an individual basis and extenuating circumstances may be considered.

*If a child is well enough to be at school they are expected at practice!
However if they miss school due to illness they will not be expected at practice!*

The following attendance policy will apply:

Absent: A student who misses more than 30 minutes of a rehearsal, either at the beginning or the end, will be counted absent.

Tardy: A student who arrives after rehearsal has started or leaves early will be counted tardy.

Absences

- 1 un-excused absence the student will be verbally warned of the consequences of the 2nd and 3rd absence.
- 2 un-excused absences the parent will be contacted via email, letter, or phone and warned of the consequence of the 3rd absence.
- 3 total un-excused absences will result in being removed from the marching band and only allowed to play in the class.

- Once a student is removed from the marching band they will not be allowed back in the group until the **next year** and excessive absences past this point may result in removal from the program completely! They will also be responsible for all unpaid fees and no refunds will be given.
- Any absence due to a scheduled conflict which is not cleared with the director in advance may be treated as an unexcused absence.
- Any un-excused absence from a performance will result in a parent conference. The student will be ineligible for letter and ineligible to be an officer next year. Non-field performances may be given special consideration (fall-festival, parades, etc.)

Tardies

- 1 un-excused tardy will result in make up time at the end of practice doing band related activities like cleaning.
- 2 un-excused tardies will result in the same as above and will result in forfeiture of entire 3rd quarter break for the next game.
- 3 un-excused tardies will result in the same as above and will be counted as one absence.

After School Practice Schedule

- The marching band will practice every Tuesday and Thursday during the normal marching season. Sectionals will occur on Mondays.
- Practice will be from 3:10-5:45 every practice unless noted.
- Any student not in their seat at 3:05 ready to go will be counted as tardy.
- There may be some night rehearsals or extra rehearsals during the year however the students will be notified in advance!

Band Uniform:

- The Band will provide a uniform consisting of a coat, bibbers, shako, and plume.
- No excessive make up or jewelry is to be worn with the uniform.
- Hair that reaches the uniform collar must be up for marching band performances.
- The band T-shirt is to be worn under the uniform at all times.
- Part of the marching fee band includes the use of the marching band uniform however if any part of the uniform is lost or damaged that student will be charged the following amounts!

Coat \$140

Pants \$100

Shako \$45

Plume \$25

- No parts of your band uniform may be left in the band room overnight! Failure to follow this rule will result in loss of a third quarter break or automatic detention if the marching season is over!

Uniform Accessories:

In addition to the parts of the uniform which are issued to the band member, **each member is responsible** for purchasing the following accessories which may be used year to year. These items can be purchased through the band director and that **money is always due to the last day of full band camp** in order for them to be back for the marching season.

1. Band Shoes: Must have student's name labeled on the inside.
2. Socks: Solid black long socks. Ankle socks are not accepted! (Get yourself)
3. 2 pair of Gloves (must be labeled)
4. Band T-Shirt: This is part of the band uniform and will be worn as such at various times. This is included in the band fee.

Band Officers

These students are to be treated with due respect for the dedication they give for the success of the NHS Band. These duties continue throughout the entire school year.

Drum Major: The drum major is the field conductor of the marching band. Duties include conducting the marching band, teaching marching fundamentals, assist the director with administrative tasks and distribute information to other officers.

Band Captains: Duties include maintaining discipline at all band events. These members will also oversee their perspective groups with the drum major to insure that all groups are on task and remaining focused on common goals.

Section Leaders: Duties of the section leaders include teaching music and marching to their respective section, distribute information to section members, and keep accurate attendance records for their section.

Squad Leaders (formerly known as Sergeants): Duties include assisting the Section Leaders at all times and maintaining discipline while on the field.

Social Chair (formerly known as moral officers): Duties will include organizing fun events for all band students to attend and to help maintain a positive attitude for all sections.

Band Boosters

No school organization can be successful without extensive parental involvement. Parents, YOU are an absolutely vital part of our success in the NHS Band. The band boosters provide financial support, manpower, and moral support to the band. The standing committees that you can be involved in are Concessions, Telephone, Publicity, Uniform, Membership, Band Banquet, Nominating, Auditing, Budget planning, and many others. Your help is needed and welcome! For any information or if you would like to volunteer please contact Band Parents President John Wharton at:

jpwharton@armstrong.com

Financial Responsibility

As an extra-curricular activity, the majority of the budget for the marching band must be provided by the band itself. Therefore each student will be assessed a marching band fee. This fee helps to cover the cost of: band T-shirt, uniform maintenance/repairs/ replacement, maintenance of school instruments, new instruments, equipment purchases, auxiliary equipment and props, music, drill, instructors, travel, and various other expenses related to the marching band.

The participation fee this year for ALL members of the band is **\$250 dollars**. This money is due by the first day of band camp

Please follow the payment schedule so that fees are paid in full. Ample fundraising opportunities will be given to help offset these fees, however they may not cover all of them. Please contact the band office before each payment is due to see if your child has acquired any student account money that may be used to off-set each payment. Cash, checks, money orders are accepted and must be made out to Northside High School Bands. Any other questions regarding what your student has paid towards their fees or accumulated in their student account may be directed to the Band Parents Treasurer Eric Preston:

Ericpreston@cox.net

Communication

Communication is the key to success for any group or organization. I will do my best to make sure the lines of communication are always open between me and you the parent/guardian. In order for the communication to be successful please take an interest in your child's music. Make sure when they come home to ask them if they have anything today from the band, because most days they do and that information never reaches you the parent. Also

please make sure to stick to all deadlines. In order for the band program to run successfully all deadlines must be met. This goes for anything like dues, homework, assignments, etc. On page 1 of this handbook you will find all the contact information for me and please feel free to contact me to keep up with your child's behavior and grades. I will also be frequently updating the webpage and make sure those that have email get on the band list serve through charms. Thank You!

Please detach this page and return it no later than Monday, August 22, 2011.

I HAVE READ AND AGREE TO FOLLOW THE RULES, POLICIES AND PROCEDURES STATED IN THIS HANDBOOK FOR PARTICIPATION IN THE NORTHSIDE HIGH SCHOOL BLUE WIND BAND. I AM AWARE THAT MEMBERSHIP IN THE NORTHSIDE HIGH SCHOOL BLUE WIND BAND IS AT THE SOLE DISCRETION OF THE DIRECTORS AND FAILURE TO FOLLOW THE RULES, POLICIES, AND PROCEDURES MAY RESULT IN REMOVAL FROM THE PROGRAM. I ALSO UNDERSTAND THAT THESE POLICIES MAY BE UPDATED AT ANYTIME WITH OR WITHOUT NOTIFICATION.

I ALSO GIVE PERMISSION FOR MY CHILD TO TRAVEL TO ALL SCHOOL RELATED NORTHSIDE HIGH SCHOOL BLUE WIND BAND EVENTS DURING THE 2011-2012 SCHOOL YEAR.

Student signature

Date

Parent signature

Date