



# BAND HANDBOOK

2022 - 2023

# WELCOME FROM THE DIRECTOR

I believe this will certainly be a memorable, exciting year for all of us. Band is one of the most rewarding experiences in which you can be a part. Experts have found the study of music helps improve academic test scores, social and emotional development, time management, leadership, and self-discipline. Each new school year brings many changes, and this year obviously brings more than most. I hope each band member has a wonderful year full of new friendships, great memories, and rewarding musical experiences. More importantly, I hope each of us takes seriously our opportunity to continue to grow our program into one of the finest band programs in our area. That can certainly be a reality, and you will all play a vital role in achieving that goal. I look forward to making that journey with you and your family.

Every student and parent should carefully review the information within this handbook, as it is designed to be a guide to the operating procedures of the Hickory Ridge High School Bands. This year will certainly bring new procedures, new ways of doing certain things, and new expectations. Over the course of the last ten years, we have had the opportunity to determine our own guidelines, pathways, and standards for success. This handbook will attempt to clearly define my expectations of each band member, lay out the best practices which we have developed over the last decade, and highlight my vision for the future of the program. It will serve as the “Band Bible” in terms of our rules and procedures. Become familiar with these policies and procedures, as most answers for many common questions can be found here.

This year promises to be an exciting adventure. Both marching and concert ensembles will be active! We'll perform for marching contests, football games, parades, winter and spring concerts, and SCDBA MPA. We also hope to present opportunities for the formation of small ensembles.

This handbook is meant to answer any questions you may have about the many facets of our program. Please read all the information carefully and completely, and contact me should you have any questions.

Lastly, information about the band and its many activities can be found in any number of ways.

1. Come to the band booster meetings. All meeting time as locations are published in advance of each meeting.
2. Bookmark and regularly visit my class website at: <https://www.cabarrus.k12.nc.us/Page/7869>. All schedules, files, calendar, and other information reside there.
3. Join and frequently check for updates on the band Facebook page – search for Hickory Ridge Bands
4. Check your fundraising activity and other information using CHARMS.

I am truly honored to be your band director and I'm looking forward to an outstanding year!

Musically,

Chris White, Director of Bands

David Rivero, Assistant Director of Bands

## **SECTION I – GENERAL INFORMATION**

The band program is one of the largest and most time-engaging organizations at Hickory Ridge High School. Therefore, the program must be designed to be as procedural as possible so that daily operations run smoothly and efficiently. The policies and procedures outlined in this handbook help to ensure that all aspects of the band program run properly and that each student has a safe and successful experience. Please do not ask for exceptions to these rules. At times, unforeseen circumstances may warrant the modification of a policy. When these situations occur, modifications may be made on a case-by-case basis, but only in extreme cases, and only at the discretion of the Director and/or school administrator. Please note that it is impossible to anticipate every situation that may occur in the daily workings of the band program. In instances where a policy is not outlined in this handbook, the Director will make a decision that is in the best interest of the program and/or the student(s) involved. This handbook is meant to serve as a general operating procedure contract between the Director, students, parents, and school administrators. If you have a general question about a policy or procedure, please consult the handbook first. Most answers to common questions may be found here.

Again, please make sure that you familiarize yourself with the content of this handbook, complete the forms at the end of the handbook, and return them to the band office.

*“We are what we repeatedly do. Excellence, then, is not an act, but a habit.” -- Aristotle*

### **OBJECTIVES OF THE BAND PROGRAM**

- To teach music through performance
- To develop each individual into a responsible, contributing member of a larger group
- To teach an appreciation of multiple styles and genres of music
- To develop individual and group performance skills
- To introduce students to music history and music theory through their relation to performance literature
- To provide for the musical needs of the school and the community
- To provide all students with a high-quality musical and social experience
- To uncover self-discipline and leadership skills within each individual
- To provide each student a variety of performing ensembles and performance opportunities to develop well-rounded musicians
- To provide lasting, positive memories and experiences which will help students become consumers and supporters of all forms of music

## **PERFORMING ENSEMBLES**

Students of Hickory Ridge High School have many opportunities for musical growth and development through participation in both large and small ensembles throughout the year. Membership in each ensemble has its own set of requirements and expectations for its members. Although each course has different guidelines and requirements, the overarching goal of each is to provide each band member with a varied, yet comprehensive, approach to music education.

### **Concert Band**

This ensemble will meet daily during the second semester. It is designed for the students with the performance ability necessary to play and perform Level III and IV music. It will also introduce basic knowledge and use of music theory, music history, and ear training. This ensemble will perform several concerts during the semester, and may participate in South Central District Bandmasters Association Concert Band Musical Performance Assessment (MPA). In addition, it may travel and compete during the spring of each year. Membership into the Concert Band is open to any rising ninth grade student who participated in band at the middle school level, or any high tenth, eleventh, or twelfth grade student. Members will be expected to know most major scales, the chromatic scale to a proficient range on the instrument, plus general proficiency in sight-reading. Each member will be responsible for purchasing his or her own formal concert attire.

### **Symphonic Band**

This ensemble will meet daily during both the first and second semester. The ensemble is designed to continue developing aspects of individual and group performance. It will strive to develop each member's skills and use of music theory, music history, and ear training. The Symphonic Band is designed to offer music students the opportunity to study and play music in a wide variety of performance venues, and will play primarily Level IV and V music. The ensemble will perform several concerts during the semester, as well as participate in South Central District Bandmasters Association Concert Band Musical Performance Assessment (MPA). In addition, it may travel and compete during the spring of each year. Membership into the Symphonic Band is open to any member who has completed at least one semester of Concert Band. Members will be expected to know all major scales, the chromatic scale to a proficient range on the instrument, plus general proficiency in sight-reading. Each member will be responsible for purchasing his or her own formal concert attire.

### **Wind Ensemble**

The Wind Ensemble is the premiere performing ensemble at Hickory Ridge High School. The ensemble meets during the spring semester, receives Honors Credit, and is designed for the advanced band student. Students focus on advanced aspects of individual and group performance. It will also strive to develop each member's skills and use of music theory, music history, and ear training. The Wind Ensemble is designed to offer music students the opportunity to study and play music in a wide variety of performance venues, and will play primarily Level V, VI and Masterworks music. This elite ensemble will be made up of the most advanced players, and will perform several concerts during the semester, as well as participate in the South Central District Bandmasters Association Concert Band Musical Performance Assessment (MPA). In addition, it may travel and compete during the spring of each year. Membership in the Wind Ensemble is through audition only and has a specific, set instrumentation. Members will be expected to know all major scales, the chromatic scale to proficient range on the instrument, plus general proficiency in sight-reading. Each member is responsible for purchasing his or her own formal concert attire.

## **Marching Band**

Membership in the marching band program requires the ability to play appropriate literature for the activity while also meeting the physical demands of playing while moving. It will be one of the most active and visible organizations in our school. This ensemble will perform for all home football games, away games, several competitions, parades, school functions, and other special events each fall. The ensemble is designed for all band students with an emphasis on presenting a dignified and appropriate approach to music and movement. All marching band students are strongly encouraged to participate in a concert ensemble during both the first and second semester in order to continue the development of musical skills. Members will be expected to attend band camp (prior to the start of school), be at all after school rehearsals and performances, and adhere to the behavior guidelines set forth later in this handbook. In addition, there is a \$500.00 fee to participate in this ensemble. Uniforms are provided for each member at no additional cost.

## **Chamber Ensembles**

Small ensembles may be formed after school during the fall and spring semester. All band members are encouraged to participate. Possible groups are brass quintet, woodwind quartet or quintet, flute choir, saxophone quartet, tuba/euphonium ensemble, etc. These groups may be featured on concerts, may have a dedicated concert for their performances, and may perform for the Solo and Ensemble Festival held each spring.

## **Jazz Ensemble**

The Jazz Ensemble will be offered after school during the second semester if there is sufficient demand to fully staff the band. It is designed for advanced musicians who desire instruction and participation in jazz studies. Membership will come from members of the Symphonic and Concert Bands, so a student must be enrolled in one of these ensembles in order to participate. Guitar and piano players who are not members of the Symphonic Band will also be eligible for membership if these positions are not filled by Symphonic or Concert Band member. All players will be selected through audition, and the requirements of the audition will be determined and announced by the Director several weeks before the audition date.

## **Philosophy of Practice**

Even though programs meet daily during the school day, the band and its members will never improve unless each student makes a commitment to practice his or her instrument at home each day to improve individual playing skills from class to class. Students are required to practice thirty minutes every night on their music. This means that each student is expected to take his or her instrument, music, and classroom exercises home every night, and students who fail to do so may have their performance grades reduced. In other academic classes homework is given nightly, and likewise in band, daily practice is considered homework. Regular playing assessments will be given to ensure that each member is practicing on a regular basis. Those students who choose not to practice at home will find it difficult to receive high marks on these playing assessments. Please do not expect to “play at” something and receive a passing grade. Besides, why would parents pay hundreds of dollars on instruments, accessories, lessons, music, band fees, etc. for you to leave your instrument in a locker to collect dust?

## PROGRAM RESPONSIBILITIES

Each instructor, student, and parent has responsibilities in a successful band program. Listed below are those areas that each of us will be expected to honor. Any student who is enrolled in the band class and does not work hard to make constant and steady progress is wasting the time of himself or herself, fellow students, instructors, and the parents' financial resources. We firmly believe that the happiest student is the one who is consistently improving through regular, daily practice and growth as an individual. He or she must not only know wrong from right, but must be able to stand for goals and principles and develop a high sense of purpose toward which he or she is willing to work. We intend to conduct the program in a manner that will encourage all students to reach these goals.

### What Are My Responsibilities?

#### **The Band Member's Responsibilities:**

1. Have regular attendance and account for all absences with a doctor's note.
2. Make a real effort to learn and improve daily.
3. Become responsible for and expect to assume consequences for your actions.
4. Be personally clean and neat and dress appropriately at all times.
5. Have the proper respect for adults who spend their free time working with you.
6. Follow all rules and regulations in the classroom and when the band travels.
7. Be honest and fair with others concerning music, equipment, and school life.
8. Follow instructions the first time they are given.
9. Take responsibility for you own actions; do not lie, cheat, or steal.
10. Make sure that your attitudes are positive and in check at all times.
11. Arrive BEFORE the scheduled rehearsal time. NEVER BE LATE!!
12. Bring all required materials to each class or rehearsal. A positive attitude, a strong work ethic, and an open mind are also needed at all times.
13. Take ownership of your ensemble, and have extreme pride you your work.

#### **The Band Director's Responsibilities:**

1. Provide students with the proper rehearsal space, storage and equipment as considered necessary to aid in the development of the student's musical ability and good citizenship habits.
2. Plan each day's assignments and encourage the daily progress of the band.
3. Provide the band with a full musical education through rehearsal, performance, listening, written assignments, and evaluation.
4. See to it that any disruptive students are dealt with in a fair and consistent manner so that the music education of others is not disrupted.
5. Dismiss any students who are not adding to the program due to poor attitude.
6. Evaluate the progress of each band member.
7. Supervise all students and staff.

#### **The Parent's Responsibilities:**

1. Be supportive and encouraging to your child or children, and be supportive of the efforts of other band members.
2. Attend Band Booster meetings and volunteer to be a part of its many facets and functions.
3. Be a positive advocate of the band program to friends, family, administrators, district personnel, and community members.
4. Make sure that your child has all of the resources to be successful in his or her musical endeavors.
5. Attend as many concerts, performances, and competitions as possible.
6. Take an active role in your child's musical education on the most basic level – ask him or her to play for you and your family often.
7. Make sure your child arrives on time, and that rides are ready in a timely manner at the end of each event.

## GRADE EVALUATION

In every academic class, a passing grade is 60 on a 100-point scale. However, if a musician playing a solo performed only six of every ten notes correctly, an audience would not judge the performance, or the performer, favorably. Now imagine that each member of a sixty-piece ensemble such as ours missed three out of every ten notes during a performance. There would be thousands of wrong notes during the performance, and we would never want to perform again in public (or private!) if this were to happen. Therefore, students are expected to rise above the “it sounded okay to me,” or “I got most of the notes right” mentality. Each student must make perfection his or her goal at all times, and work daily to come as close to this goal as possible. Remember, we are an ensemble, and we will only sound and perform as good as our weakest member.

The following areas will be used when making grade and conduct evaluations for progress reports and report cards:

- Consistent improvement on your instrument through at-home practice
- Playing, based on appropriate classroom instruction (this includes individual playing tests)
- Cooperation, conduct, being on time, and appearance in uniform (participation)
- Written exams, aural skills, and classroom theory work
- Attendance at all rehearsals and performances – NO EXCEPTIONS!! (participation)
- Having all materials at each rehearsal
- *Failure to bring an instrument to class, failure to play an instrument in class, or having an instrument that is not in proper playing condition will result in ten points being deducted from the daily participation grade*

The standard Cabarrus County Schools grading scale will be used to assign all letter grades. Grades for all ensembles will be awarded according to the following method:

- Practice Assignments / Homework
- Playing Tests
- Active Daily Participation
- Concert Performance
- Written Assignments

Cabarrus County Schools Grading Scale:

- A = 90-100
- B = 80-89
- C = 70-79
- D = 60-69
- F = 59 and below

PLEASE NOTE: If a student's personal instrument is in poor playing condition, he or she is expected to take it to a repair shop immediately. Failure to do so will result in a failing grade due to loss of daily participation points. If a student must take an instrument in to be repaired, get a signed note or voucher from the music dealer. This will serve as your “pass” for your instrument and you will not lose any points while your instrument is being repaired or serviced.

*In order to continue in the Hickory Ridge Band program, a student must maintain an average of “C” or better, and have no significant behavior problems. Students who do not meet these criteria will be removed from the band program. At Hickory Ridge, we all pull our own weight. This is how we will establish, build, and maintain a solid tradition of excellence!*

## AWARDS

Each year, members of the band earn a variety of awards within the Hickory Ridge Band program. Awards for both semesters are presented each year at the Band Banquet at the end of the year. The event is open to all band members and their families. To be eligible for an award, you must participate in an ensemble during the year, have good attendance, a good work record, and not have received any formal disciplinary actions during the year. Please see the awards merit system for an explanation on receiving awards and letters.

Students must keep track of their own activities using the Merit Point form found on the band webpage (click [here](#)). The form should be turned in at the end of each semester. Merit points are cumulative and follow students through graduation.

## OPERATING POLICIES AND PROCEDURES

### Behavior Expectations

Productive rehearsals are the backbone of a strong instrumental music program and must run efficiently to accomplish the goals of the program. These procedures ensure that this goal will be met. *No student has the right to interfere with the music education of the rest of the band because he or she does not have the self-control to follow rehearsal procedures. Check your responsibility and your attitude carefully!*

### Conduct in the Band Room

1. There will be absolutely no food, drinks, candy, or gum brought into the band room at any time unless authorized by the Director. Students should eat their lunches in the cafeteria, and refrain from bringing food to the band room. Do not get mad at me when I ask you to throw away food and/or drink. Water in small containers or bottles will be allowed.
2. Textbooks and other school-related materials from other classes are to be taken home at the end of the day. Books and materials left in the band room shall be removed at the end of the week. No backpacks, books, personal property, or cases will be allowed under your chair or in the rehearsal area.
3. Students are expected to enter the band room in an orderly and appropriate manner. Students **MUST** assemble instruments quickly and quietly, gather all music and materials, and be ready for the downbeat **NO LATER** than three minutes after the tardy bell rings. Students not prepared when the downbeat is given will have their participation grades lowered. Please note that assembling an instrument, organizing music, or searching for a pencil when rehearsal begins means that you are not ready to begin, and you will have your grade lowered. Don't give excuses or expect sympathy if you are not ready to go on time. Manage your time well!
4. Do not handle instruments or equipment that is not yours, or allow another student to handle yours. Only percussionists are allowed to handle percussion instruments. Only color guard members are allowed to handle guard equipment. In short, if it's not yours, never touch it!
5. Students will be held financially accountable for damage to school-owned instruments or property, including uniforms, instruments, music, equipment, and any other item or items that are the property of Hickory Ridge High School or the Hickory Ridge High School Band Booster Organization.



## Rehearsals in the Band Room

1. Required equipment: all music, a working pencil (NEVER A PEN!), at least three playable reeds (preferably five, in daily rotation), necessary mutes, and instruments in top playing condition at all rehearsals.
2. All talking and playing shall cease when the Director takes his place on the podium. Students are asked to raise their hand to be recognized for talking. Excessive talking WILL NOT be tolerated, and will result in parent contact, lowered class and conduct grades, and administrative referral.
3. Students will be expected to sit on the edge of the chair, with feet flat on the floor and the back straight. Students will not be allowed to sit with legs crossed, slumped in the chair, or with any other playing posture that results in decreased playing ability. Improper playing position makes proper performance impossible, and may even lead to personal injury. Please respect this rule.
4. There will be no playing of instruments between pieces, or when the Director stops to rehearse the ensemble. When the Director stops conducting, everyone is expected to stop playing immediately and listen for instruction. All percussion sticks and mallets will remain still, and members will avoid distracting others by "air drumming" or playing on practice pads or other surfaces.
5. There shall be no talking when anyone is addressing the band, including guest conductors, other teachers, special guests, or any parent or volunteer. This is simple courtesy and will be extended to any person who uses his or her personal time to benefit our band.
6. At the conclusion of rehearsal, all music should be placed in the provided folder and returned to the music rack or the student's assigned locker. NEVER LEAVE MUSIC ON THE MUSIC STAND! Stands should be lowered and straightened, chairs should be returned to the proper position, and all instruments should be placed in the storage room, or taken home with the student.
7. On days when the Director is away and the class is supervised by a substitute, each member of the class is expected to cooperate with the substitute teacher and follow his or her directions immediately and without question. Work that is left by the Director is expected to be completed and will count as an open-book test grade.

**No student should ever feel that he or she has the right or ability to inappropriately talk back to the Director, a band staff member, a band parent, another teacher, administrator, school employee, or any adult. Requests are made of you for a good reason, and are made of you for your common good. If you feel that you have been asked to do something unreasonable, DO NOT argue with the person who asked you to do it. Comply with the request immediately, then come talk to the Director and we will discuss your situation. You are students and you have not earned or been given the right to arbitrarily talk back to any adult associated with Hickory Ridge High School. Slouching, rolling eyes, failure to make eye contact, sucking at your teeth, or any other inappropriate gesture is considered rude and unacceptable! If this is a problem for you, change your schedule immediately! Bad attitudes of any kind will not be tolerated, and will result in lowered grades, loss of performance and/or travel privileges, or removal from the band program.**

## Rehearsals Outside of the Band Room

1. All general rules of the band room apply to any rehearsal on the field, on the concert stage, at any competition venue, or at any other performance outside of the band room.
2. Members are expected to follow instructions the first time that they are given. All instructions are given for a good reason. Even if you do not understand the rationale behind the request, comply with it immediately. We will never ask you to do anything that isn't for your individual or group benefit.
3. On the marching field, members are expected to remain in their assigned set or other field position and remain quiet and ready to receive instruction.

## Supplies

Students are to provide their own supplies and accessories (reeds, oil, slide grease, sticks, mallets, mutes, lyres, etc.). Supplies may be easily purchased at any of the area music dealers. Students are encouraged to always have extra supplies on hand, especially reed instrument players. The following is a list of supplies that players are expected to own, according to the instrument that is played:

1. All brass players should purchase valve oil (or slide oil), and tuning slide cream.
2. All players are encouraged to buy a step-up mouthpiece if you did not do so in middle school. Please see Mr. White for a list of appropriate mouthpieces. **DO NOT** allow any music store to offer you a mouthpiece without first talking to Mr. White to see if it is appropriate. Just because it is shiny and new does not necessarily mean that you are getting your money's worth, or that it is the perfect match for your ability level!
3. All clarinets must purchase Vandoren reeds, or their equivalent, with a thickness of **AT LEAST 3**. Thicker reeds are encouraged as playing skills develop and strengthen. **DO NOT BUY RICO REEDS!** These reeds are meant for younger, less skilled players, and will not allow you to make the best possible characteristic tones that you will be asked to achieve at the high school level. Yes, they are cheaper, but will end up costing you more in the long run because they are not as dependable. **NEVER** buy these reeds.
4. Saxophones are required to purchase Vandoren or Hemke reeds, or their equivalent, with a thickness of at least 3. Thicker reeds are encouraged. **DO NOT BUY RICO REEDS!**
5. All single reed players are required to have a Ravner ligature, or the equivalent.
6. All percussionists are to own the following:
  - Personal stick/mallet bag – used to carry and protect sticks and mallets
  - A pair of Vic-Firth SD-1 general snare sticks
  - A pair of lexan hard plastic mallets (brown or clear) – for bells and xylophone
  - A pair of medium yarn mallets – used for suspended cymbal and timpani
  - A pair of medium hard (general) timpani mallets – for timpani, timbale, and conga
  - All other specialty mallets, such as bass drum, chime beaters, etc. will be provided for you by the band program. Yes, these are expensive; however, other band students spend hundreds or thousands of dollars for their instruments and accessories. Therefore, it is not unreasonable to ask that you provide similar equipment. The other alternative is that I provide you will sticks and mallets, and you purchase your own symphonic grand marimba, timpani, bass drum, etc. You do the math! If you have previously purchased equipment, and it is still in good working condition you will not need to purchase new ones. See Mr. White immediately if you have any questions. All percussion players will be expected to play all keyboard percussion instruments, timpani, snare, and bass drum. You will learn scales and rudiments just as other

instruments do. You must have these mallets and sticks in order to participate. Your participation grade depends on it!

### **School Owned Equipment**

1. There is a \$25.00 rental fee, per student, per semester for the use of these instruments. This fee covers general maintenance (not caused by negligence) and cleaning. Normal “wear and tear” issues will be paid for by band funds. Any other liability for damage or loss of instrument will be charged to the student and parent.
2. The director will make every effort to assign one instrument per student. In rare cases, school-owned equipment may be assigned to more than one person. The student/students shall accept full responsibility for care and treatment of that instrument. The student and the student’s parents shall be liable for any damage to the instrument if it is caused by negligence, improper handling and/or mistreatment. All students must complete an Instrument Loan Form for each school year that the instrument is used.
3. No person except the person to whom it is assigned (unless instructed by the Director) should play or handle school-owned instruments. Percussion instruments are to be played only by percussionists.
4. Most school owned instruments will be issued without mouthpieces. Students will be expected to supply his or her own mouthpiece. All students are strongly encouraged to buy personal step-up mouthpieces. See Mr. White for a list of quality mouthpieces.
5. All guard and percussion players are expected to treat school-owned property with respect and care. Any misuse of the provided equipment will result in the parent and student facing a replacement or repair charge.

### **Library Policies**

1. Only the Director, drum majors, or librarians may have access to filed or boxed music at any time. Only these people should touch the copy machine or be in the music library.
2. Please inform the librarian of your need for music BEFORE or AFTER rehearsal or class. A 24-hour notice would be appreciated.
3. Students are assigned folders and are responsible for the folder and its contents. If you fail to receive a particular piece when the music is distributed, it is your responsibility to inform the librarian immediately.
4. Music must be removed from the stands at the end of each class/rehearsal. DO NOT leave music on the stand and expect it to be there when you return.
5. Failure to own your own personal copy for at-home practice will result in grade deductions. Bottom line: keep up with your music at all times!
6. Notes or changes on music should be made when necessary using a soft lead pencil – NEVER a pen.

## **SECTION II – MARCHING BAND SPECIFICS**

Marching Band is one of the most active, exciting, and visible organizations on our campus. As such, the activity itself demands a strict adherence to policy to ensure that the organization runs smoothly, and that each member is given the opportunity for a positive musical experience. Marching Band meets during the late summer, and daily during the first semester.

All members of the Marching Band are ***required*** to attend band camp. This is a time of intense rehearsals where we prepare our competition show for the fall. Extra staff is hired, individual and small group sessions are used to help learn music and drill, and the entire band learns movement, music, and visuals for the show. Missing camp will put one severely behind the rest of the group, making it difficult to catch up at the beginning of the school year. In order to maintain the quality of our competitive show, individuals who do not show up for band camp may be suspended, replaced, or removed from the ensemble. Please try to plan family vacations, other camps, etc. around the marching band camp.

Once school begins, rehearsals will be each Monday, Tuesday, and Thursday afternoons. All members are expected to be at each rehearsal. Participation in all rehearsals and events is mandatory for all members. The regular rehearsal schedule will not change, except to possibly drop rehearsals as the show is learned, so please try to schedule all appointments on Wednesday or after the rehearsal ends. The organization will perform for all home football games, several away football games, several competitions, parades, and special community events.

### **Medical Information**

All students are required to have a health form properly completed and signed by parents or guardians before they will be allowed to participate in band activities. On every trip the band takes, the health forms are taken along in the event of a medical emergency. Chaperones also assist the student with personal medical and hygiene problems, as well as the administration of prescribed medication from the student's doctor. They are also available to disburse other medications that would be used for minor medical ailments. Accurate and current information is very important, so please complete these forms as accurately as possible.

### **Travel Information**

All band students are expected to travel with the entire band unless otherwise specified by the Director. Every student is expected to ride with the band from Hickory Ridge to any performance. On certain occasions, students may travel from the event with a parent. Other special arrangements will be limited and will require written permission from a parent or guardian on the official form. Students may travel with PARENTS/GUARDIANS ONLY! No student will be allowed to travel with brothers, sisters, other family members, neighbors, etc. If parents are not physically present to drive their child, the student **MUST** return to the school with the band. This is for accountability concerns, and the policy will **NOT** be flexible. A signed note from a parent is **NOT ACCEPTABLE**; the parent **MUST** be present before the child will be released. In addition, the travel release form must be completely filled out, signed by the parent, and given to the chaperone responsible for attendance on the bus which the band member was riding.

## **When Traveling In Large Groups:**

1. Students will be assigned to buses by the Director or parent chaperones. This decision is made in the best interest of the program, so please do not ask to change your bus.
2. Students will be dismissed as a group to board the buses.
3. Students should keep the noise level at a minimum on the bus, and should keep all body parts and other objects inside the bus at all times. Students will remain seated in the seat during the trip. This means that you must SIT in the chair, not turn around on your knees facing the opposite directions. This request is for your own safety.
4. Chaperones will be treated with the utmost respect at all times. Their authority is an extension of the Director's authority. When they stand to give instructions, students will stop all talking and listen carefully for directions. Chaperones are instructed to report any absences and/or behavior problems to the Director. Remember, chaperones donate their time to benefit our organization, and they will be treated with respect at all times!
5. All students must sign in when boarding the bus, and must check their names off the list when they re-board the bus after a performance.
6. No radios without headphones will be permitted on the bus.
7. No student should get off the bus until he or she is told to do so.
8. After getting off the bus, students should get their instrument from the equipment line, return the cases, and then wait patiently and quietly for instructions to go to the warm-up area.
9. The possession of or consumption of alcoholic beverages and/or the use of tobacco products, illegal drugs, or any other controlled substance are strictly prohibited. Use of these will be referred to school administration, and may be turned over to local law enforcement for processing. In addition, use or possession of these substances will result in immediate dismissal from the Hickory Ridge High School Band program, PARENTS: PLEASE UNDERSTAND THAT IF YOUR CHILD IS FOUND TO HAVE POSSESSION OF THESE SUBSTANCES, OR TO HAVE CONSUMED THEM, THEY WILL BE IMMEDIATELY SENT HOME AT YOUR EXPENSE

## **Inclement Weather Policy**

The band will play for all home football games and one away game during the year. In the event of inclement weather, Mr. White will make the decision on what we will wear and if we will perform. Rain is a huge problem for marching bands. It damages the uniforms because of mud, can lead to personal injury while maneuvering on a wet surface, damages flag silks and props, and causes damage to corks, pads, and other parts of personal instruments. Therefore, intelligent discretion will be used in determining whether or not it is in the band's best interest to perform for any function while it is raining. However, each band member should always assume that we will perform unless told otherwise. Listed below are the procedures that we will follow in the event of inclement weather:

**At Home Games:** We will make every effort to perform for pre-game. If weather is not permissible, we will wait in the band room until half time. If the rain has stopped we will perform in shorts or jeans and the band shirt. If the rain has not stopped by the half, the band will be dismissed and allowed to leave.

**At Away Games:** The band will not travel if it is raining, and it looks as it will continue to do so. A decision will be made from the band room before the scheduled call time. Students should check the Facebook page for updates to make sure that we are going, or should arrive at the specified call time for a final decision. Do NOT assume that we are not going.

During A Game: The band will be given a poncho, and we will try to remain at the game if it is simply a light rain or drizzle. In the event of heavy rain, the band will immediately leave the stadium. Once inside the building, instruments and cases will be dried before storing them in the cases over the weekend. Uniforms will be draped over the chairs and allowed to dry before they are put in bags and stored in the uniform room.

PLEASE NOTE: The band will NEVER perform if it is storming. Assuming the presence of threatening lightening or potentially dangerous weather, there will be nothing to perform for anyway. If lightening is present and threatening, the band will leave the stands IMMEDIATELY, and will assess the situation from the safety of the bus or the band room.

### **Conduct Expectations:**

Refer to the section on “Rehearsals Outside the Band Room” for specific guidelines. In general, remember that each member will be expected to conduct himself or herself in an appropriate manner at all times! Respect for the Director, parents, staff, student leaders, and fellow band members should be given at all times.

Possession or use of any alcoholic beverage, tobacco product, controlled substance, or contraband is strictly prohibited. Students found using, or in possession of, any of the above materials will be immediately removed from the band program. In addition, proper referrals will be made, to the school administration and/or the Harrisburg Police Department.

When on the field for rehearsal, students should remain in their given drill set, and should remain quiet at all times. No vulgar language, inappropriate conduct, or obscene gestures or language will be tolerated at any time.

Because band members are so visible on campus and at school functions, conduct outside of the band room is expected to remain at a high standard. In this manner, the band program is viewed by all members of our school as a reputable organization which demands high standards for membership. To this end, you may lose performance and/or membership privileges for misconduct in other classes.

### **General Performance Procedures:**

1. Students will arrive on time for dressing, inspection, and warm-ups. Arrive at the band room wearing shorts and your band shirt
2. Students must wear the uniform with respect and follow all guidelines for uniform wear.
3. The band will march to the stadium in formation and with a percussion cadence.
4. Following the pre-game performance of the Star Spangled Banner and fight song, the band will proceed immediately to the stands. Each member will enter the stands and come to attention in his or her assigned position. When the entire band has assembled the entire group will be called at ease.
5. At all home games, the Drum Majors and officers will meet with the visiting band during the first quarter. This is a leadership privilege, so please don't ask to go if you are not a student leader.
6. Only band members will be allowed to sit in the band section. Parents, friends, siblings, and boyfriends/girlfriends should sit NEAR but not WITH the band.

7. Band members are not allowed to move around in the stands. At football games I will not expect you to sit there like concrete statues. However, nothing looks more unorganized than a band whose members walk around in the stands.
8. The band will perform on the field at halftime if the weather permits.
9. Following halftime, the band will be released for third quarter break. Be mindful of your behavior in uniform, but have fun visiting with your family and friends.
10. Students must be back in the band section with TWO MINUTES remaining in the third quarter. We will play frequently during the last quarter, and we ALWAYS want to be the first band playing at the buzzer ending the third quarter. Students who are late will be required to stand at attention beside the band until given permission to be seated. **DON'T BE LATE!!!**
11. Once you are in the seating area, do not put your instrument on the seat beside you. This can lead to damage to your instrument. Continue to hold your instrument and be ready to play at a moment's notice. That is why we are at the game!
12. No single person should play his or her instrument unless the rest of the band is playing. When the band is playing, everyone should play his or her instrument. This is common sense.
13. No rude or inappropriate cheers will be tolerated at any time. In an effort to foster school spirit and teamwork, making fun of or being rude to the cheerleaders and/or football team will not be tolerated. Don't try to push this one!
14. The band will leave the stadium in parade formation and cadence back to the band room. Band members should remain in the immediate vicinity of the band room, and should not roam through the school building. Please have all friends wait outside until the band has been cleared for dismissal.
15. Once the band has returned to the band room, all students should change, put equipment away, straighten the room, and then **sit down and wait for dismissal**. No student will be allowed to leave until all equipment is put away and the room is clean. If you want to get out faster, find something that needs to be done and take care of it.

## **BAND UNIFORM RESPONSIBILITIES**

The band uniforms are very expensive and require appropriate care. You will be assigned a specific uniform at the beginning of the year, and it is your responsibility to return that same uniform at the end of the year in good condition. Failure to do so will result in a damage or replacement charge for the ENTIRE uniform. The purchase of black marching shoes, navy socks (these should be full length – not the lower athletic style!), and additional pairs of white gloves will be the responsibility of the individual student. Guard shoes and appropriate accessories as assigned for auxiliary wear are also the student's responsibility. All color guard uniforms and band uniforms will be sent together to the dry cleaners when deemed necessary by the Director. The cost of cleaning the uniforms is included in the marching band fee.

### **Wearing the Uniform**

A major part of any band's image and success is the demeanor of the group. Your band uniform should be worn with pride. This means that every band member wears all uniform parts appropriately at all times. All buttons are to be buttoned, all collars worn in the manner designed, and hats worn flat on top of the head. No jewelry, including rings, watches, visible necklaces, earrings or other facial piercing, is ever allowed while wearing the uniform. When the Director deems appropriate, members will be allowed to remove hats, and sometimes the jacket. This decision will be made by the Director, not by students or parents.

When wearing the uniform, the following guidelines should be used:

1. The marching band shirt and a pair of athletic shorts must be worn under the band uniform. If a student fails to wear these items under the uniform, under no circumstances will he or she be allowed to remove any part of the uniform. Thermal underwear is permitted, and encouraged, in colder weather.
2. Socks must be black, not white, or any other color. Exceptions will apply to the color guard, depending on their uniform needs. Socks should be long (calf-length), and not short athletic socks.
3. All hair that is below the collar must be concealed in the shako so that it does not fall out or come down. Pin it up, and/or spray it. Ladies, take heed to this rule! Expensive hairstyles are ruined when the shako goes on. It's a band uniform, not a beauty contest. Don't ask for exceptions or ask for allowances to this rule. Hair styles for all guard members will be as uniform as possible, and the specific style will be determined by the guard instructors.
4. No student will be permitted in the uniform room. Uniforms remain at school and must be checked out from a parent, and checked back in at the conclusion of the event. Under no circumstances should the uniform ever be "wadded up" and thrown around. All uniforms must be properly hung on the hangers, placed in the uniform bag, and returned to the uniform room before any student will be allowed to leave.
5. Label all shoes, gloves, t-shirt, and any other items with your name, using a permanent marker. DO NOT mark on the uniform or any of the uniform accessories. Remember, love your fellow band members, but don't trust them to remember what is theirs and what is yours. Lost or stolen items are not the responsibility of the Director.
6. Marching band uniforms for the first several games will be khaki shorts, T-shirt, white socks, and tennis shoes (preferably a solid, dark color).
7. Woodwind players should cut off the entire tip of the glove to help cover the keys of the instruments.
8. Hickory Ridge Band members will display the highest degree of class while in the uniform. We will conduct ourselves as young ladies and gentlemen, NO MATTER WHAT THE OTHER BANDS OR THEIR FANS MAY DO! While in uniform you are clearly identified as belonging to our group, so you bring the entire group shame when you act inappropriately. As a general rule, remember that there will be no profanity, rude language or gestures, excessive displays of affection, displays of poor attitude, or use or possession of alcohol, tobacco products, or controlled substances.



## **SECTION III – SPECIFICS FOR THE CONCERT ENSEMBLES**

Please refer to the opening sections of this handbook for detailed information concerning rehearsals, attendance policies, grading policies, etc. Most of the information that applies to the Marching Band will also apply to the semester ensembles.

### **Sectionals/Rehearsals – Concert Festival Season**

As the time for MPA approaches, sectionals and/or afterschool rehearsals may be called by the Director to ensure that the ensemble is properly prepared for the event. All sectionals or rehearsals will begin promptly at 2:30pm, and will end at 4:00pm. Attendance will be mandatory at these rehearsals, and failure to attend may result in being ineligible to travel and compete with the ensemble.

### **Concert Formalwear**

Each student will be required to purchase formal concert apparel. Mr. White will make arrangements for fitting and ordering during the class time. We will all order our attire from the same company, though any student who owns a tuxedo may be able to wear that in lieu of purchasing another. Although the attire will differ slightly between the two ensembles, gentlemen will wear tuxedos and ladies will wear formal dresses. Cost will be a factor when selecting the company from which we order. All efforts will be made to keep costs at minimum.

### **Extra Curricular Performing Opportunities**

Students will be encouraged to audition for and participate in regional honor band clinics, as well as Solo and Ensemble Festival. By participating in band, and auditioning for these events, a student helps to fulfill the requirement for the band letter, service bar, or other awards. These events include, but are not limited to, the following:

All-District – selects the top wind and percussion players in our region of the state. Auditions occur in January. Audition requirements include major scales, a prepared solo (selected by the clinic officials, not the student), and sight-reading. If selected, students will represent Hickory Ridge at the clinic in Gastonia.

All-State Band – based upon the audition for District Band, a student may be “called back” to audition for All-State Band. The audition is similar to the District Band requirements, but this time students from all across the state, not just our district, will be trying for a seat in the band. If selected, students will represent Hickory Ridge at the clinic at either UNC – Greensboro or UNC – Chapel Hill.

Band Clinics/Honors Bands/Community Groups – several surrounding universities, in conjunction with their music departments, offer band clinics in the late fall and early spring. Students are often nominated based upon their interest in participating and, upon selection, will travel to the hosting university. In addition, there are several local opportunities for students to further their musical experience. These include the Charlotte Youth Wind Ensemble, the Charlotte Youth Symphony, and several other community bands. Interested students should see Mr. White for more information about these ensembles.

## **Private Lessons**

All students in the band program are strongly encouraged to take private lessons on his or her instrument. Individual playing ability can only be improved so far within the confines of a full band rehearsal. Private lessons are the best method of achieving success individually and with the band as a whole. Mr. White will be happy to aid in this process in any way, whether by establishing a contact person through which students can look for a teacher or by providing facilities for the lesson to take place. Recent studies across the nation suggest that nearly 90% of the students in All-State Bands study privately. This is highly recommended for all students.

## **SECTION IV – PARENTAL INVOLVEMENT**

Parental support is truly needed for the band to be successful and to acquire monies for the purchasing of equipment and supplies that make a contribution to our success. Your cooperation is truly appreciated, and every parent is always invited to attend any band function. Mr. White welcomes your input and your thoughts on how we can achieve our common goals together.

While the Hickory Ridge High School Band receives support from the district and the school, the program is mostly self-supporting and has several fundraisers each year. These fundraisers are sponsored by our Band Boosters, and help to defray the cost of the band fee, as well as to support the band's general operating expenses. Part of the profits from many of the fundraisers support the program, while part of the profit goes to the individual student's account.

Parents are encouraged to do their best to support the goals, policies, procedures, and decisions of your child's Band Director. Often these are in place for a specific reason which may not be instantly understood, but are for the common good of all band members. Please feel free to contact Mr. White should you have any questions.

At home, require your child to practice at least thirty minutes each day. This is a standing homework assignment from the band, and your student should never say that he or she does not have a nightly practice assignment. Ask your child to play for you and your family weekly. They learn scales, rhythms, and music each day during class so they should always have something to play for you. Much of their grade in the class depends upon steady, committed practice at home. Do your best to encourage this to happen!

Help your child learn to be punctual, and do your best to help them arrive on time for all scheduled rehearsals and performances. It is impossible to adequately rehearse with people late or missing from any scheduled event. Please help them understand the importance of starting on time. Mr. White will live up to the challenge of always ending on time, as long as we are able to start on time.

Become involved! Attend all concerts and performances, join the Band Boosters and have a voice in the operations of the program, "pop in" at rehearsals to see what is happening with the band, and enthusiastically cheer your band every chance you get. They may never tell you, but your kids love this and come to depend upon it. They work very hard to make the best possible product, so let them know how much you appreciate what they do!

## **Band Booster Organization**

The Hickory Ridge Band Booster Organization is a group of parents who support our band program by fundraising, volunteering, chaperoning, caring for uniforms, transporting and setting up equipment, organizing band activities, sending out newsletters, etc. There is always an area that you can volunteer to be a part of. We need you, and we strongly encourage all parents to become involved in this organization. Parents are involved in the planning aspects of the program, and work closely with Mr. White and staff to create a positive, enjoyable, and successful band program. All parents are a vital part of their child's success and we deeply value your input. We hope that you will join us this year.

# Hickory Ridge Band Handbook Acknowledgement Form

Dear Parents and Students:

An electronic copy of the Hickory Ridge High School Band Handbook may be found on my class website, under the "Documents" tab. A link is provided here: <https://www.cabarrus.k12.nc.us/Page/7872>

The band handbook includes a large amount of information. It is our desire to keep you informed, and we solicit your cooperation and active support in our work. Therefore, please read through the handbook so that you may become acquainted with the policies under which our organization is governed.

After reading the handbook, please acknowledge the following statements by printing both student and parent name, as well as signing and dating in the appropriate places.

By my signature, I confirm that:

1. I have read the Band Handbook and agree to comply with the policies set forth therein. I agree that I will support the Band Director in following the policies within the handbook.
2. All band students must have a Medical Release form on file prior to traveling with the band. I authorize the Band Director or his designees to render or secure First Aid for my son or daughter in the event of sickness or accident at on- and off-campus rehearsals, performances, and activities, and while en route to or from them, and I give permission for the Band Director or his designee to secure immediate medical attention if necessary. I understand that parental contact will be made as soon as possible, and that treatment will follow the specifications listed by the parent or guardian on the Medical Release form. I also agree that I will be responsible for the cost of all necessary treatments and/or services given to my child.
3. I hereby give permission for my child to participate in all band activities (including football games, marching and concert competitions, parades, and activity trips) during the school year. I realize that this permission form will cover all band activities, whether individual or group trips, for the entire school year. I understand that all trips will be taken with carriers approved by the Cabarrus County School System, and will comply with all local and state governing rules. I agree that I, as a parent or legal guardian, will be financially responsible for any damages that my child causes and will incur the cost to transport my child home from a trip if his or her behavior warrants immediate attention.

Parent's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_

Student's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Student's Signature: \_\_\_\_\_