

MARCHING BAND RULES, POLICIES AND PROCEDURES

Rehearsal Attendance Policy:

Outdoor rehearsals are held on Mondays & Thursdays for all members; Tuesdays are for Color Guard and horn line sectionals. Two excused absences (sick & absent from school with an approved excuse) are allowed from a Monday rehearsal for the entire season. The third excused absence eliminates that person from the next Friday performance. **Any unexcused absence from rehearsal** (present at school, absent from rehearsal), even one, from a Thursday rehearsal will eliminate a student from a Friday performance. More than one unexcused absence from rehearsal will place that student on the reserve list, removed from the competition show, and that student WILL NOT LETTER for the year. **Any absence from a Thursday rehearsal for any reason** will prevent a student from marching the next Friday performance.

Lettering Policy:

Consistency and continuity are very important to any performance organization and we encourage everyone to participate in every musical organization possible offered through the instrumental music program. All wind and percussion members of the 'Band of Chiefs' must be registered for a class **and** participate in both the marching band and another concert organization in order to be eligible for a letter (at the end of their first year) or a service bar (for the 2nd, 3rd & 4th years). The only exception to this rule would be for wind/percussion players who participate in a concert organization only and who also earn a letter in a varsity fall sport, i.e. football, softball or volleyball. Students who choose to participate in only one group (marching band or a concert group) will receive awards earned by those groups (medals, etc.) **but will not be eligible for a letter or service bar for that year.**

Lettering requirements for wind/percussion players are:

95% attendance to all scheduled rehearsals; with no unexcused absences.

100% attendance for all performances. An unexcused absence automatically eliminates a student from an end of the year letter.

*If you are a participant in the marching band who knowingly is not eligible to earn a letter and returns for another year of participation; it is at the discretion of the director to accept your participation or start you at the same level as the previous letter (**new for 2008**).

Emergency medical or family situations are of course taken into account **but it is the responsibility of each student/parent to notify the director** (not the section leader, best friend, etc.) of such a situation. The director reserves the right to use discretion to determine acceptable excuse under any circumstances.

Auxiliary members (flag corps and drill team) and members of the string program are eligible for letters if they have a 95% attendance rate for rehearsals and a 100% attendance rate for all performances. Family emergencies will be handled on an individual basis by the **director only**. The rationale for the increased percentage for rehearsals is that auxiliary members and string orchestra members have a shorter season that does not encompass the entire year.

Playoff Game Attendance:

- The Sequoyah Football team has made the playoffs for several consecutive years and is always in contention for a playoff berth. The band is expected to attend every playoff game.
- Attendance for playoff games is mandatory and **does count** towards your yearly letter.
- If you have a conflict that cannot be re-scheduled you must personally contact the director about the conflict and provide a written excuse from your parent or guardian detailing the conflict.
- If you are absent from any game without prior verbal and written notification (barring sickness or death in family) your absence will be counted as “unexcused” and will count against your letter.
- Written notification is not a guarantee of an excused absence.

Personal Responsibility

You are always responsible:

- For your instrument, equipment, etc.
- For learning your part, memorizing your music and your drill.
- For always having your drill book updated and on your person.
- For maintaining proper rehearsal etiquette and behavior.
- When arriving back at school late at night DO NOT go through the academic wing; the alarms are on.
- When arriving late, make sure to call for your ride BEFORE everyone else is gone. **MAKE THE CALL!**

Habitual or consistent infractions involving any or all of the above points of responsibility will result in a one game (or more) suspension during which you are expected to stand at attention on the sidelines during the marching band performances.

Stands Policy:

All members of the band and helpers should sit together in assigned seating and remain together as a group. You cannot eat in the stands in uniform unless the entire group is given permission by the director. You will remain in full uniform unless given specific permission by the director. You cannot leave the stands without chaperon permission even to go to the restroom. Only band participants and their parents (who are chaperoning) will sit in the area reserved for 'band'. No visitors, boy/girl friends, etc. will be allowed to sit in the band section. These rules are for the safety of you (the student) and for the reputation of the band program (school, parents and staff). We represent the school and school system wherever we go as a group and we always want to be on our best behavior!

Uniform Care, Guidelines, and Procedures:

1. Uniforms (concert and marching uniforms) are assigned to each student as required wear for all performances. There is a fall schedule posted in the bandroom and on the website keeping you informed of what to wear each performance. Uniform fees are incorporated into marching fees and a letter is sent home at the beginning of the school year notifying

and outlining 'concert only' fees. Marching band fees include both marching and concert uniforms.

2. Uniforms are not distributed to the students until all fees (or 'fees grant 'paperwork) are completed.
3. At the end of the year your uniform should be returned to the organization. If you do not return your uniform in good condition (or at all) you will be charged a fee and your report card withheld until the fees are paid or the uniform returned in the above stated condition. We use an itemized list for charges and you will only be charged with those items that are missing or damaged. Note: dress shirts, cummerbunds and bow ties (for concert uniform), black shoes, white shoes, and gloves are purchased by you and are yours to keep from year to year.
4. The total cost of a marching uniform is \$300 (coat, 2 pair of trousers, shako, plume, and gauntlets), and a concert uniform is \$140. It is your responsibility to maintain your uniform(s) in good condition (dry-cleaned, clean shoes, etc.) and the uniform committee reserves the right to charge a damage or recovery fee during the course of the year; keep up with your uniform and keep it properly maintained.
5. All students will be fitted for a marching uniform during band camp and during the month of October for concert uniforms. Please refer to the "Uniform Dress Code" posted on the website under "Handbook"; it tells you the dress code requirements for specific events.
6. **Personal Responsibility** is the number one priority for all our students; we have wonderful, hardworking parents who strive to keep your child dressed their best but ultimately it is the student (child) who bears final responsibility for their uniform and behavior.
7. On all performances when we wear white pants, students should place their coat hanger back on the rack and NOT IN THE FLOOR! We re-cycle as many hangers as possible and we can't return dirty hangers. Habitual littering of the band room floor will result in section-assigned clean-up after each game.

Home Game Friday Routine:

It has become a tradition (and a good one) for sections to hold a rehearsal before the regular report time. This demonstrates initiative and responsibility and is very valuable for performances; however these must be limited to 30 minutes before report time for home games and no sectionals before away games.

- The band room will be closed every Friday by 3:45 pm. On game days all students must vacate the building at that time until the printed report time.
- Be in uniform ready for inspection at your designated area no later than 6:35 pm.
- You must have the proper footwear (correct band shoe), a clean uniform and your shako by inspection time. If you do not have all these items you will not be allowed to march that evening and more than one instance will result in a marked absence that will affect your letter.
- Parade lineup for march-in (in complete uniform) must be completed by 6:55 pm.

During the Game:

- When given at ease to enter the stands you must go to your designated row in double time, please do not sit down until you have your towel on the stadium seats.
- Before halftime you must stay in the stands and remain in uniform unless otherwise directed by the director. Students who violate this (and other rules) will be subject to game/performance suspensions. No one outside the membership is allowed in the stands during the game; no girl

friends or boy friends!

- Officers will visit the other band at the beginning of 2nd quarter.
- Be ready to play (as directed by the Drum Major) at all times.

During Halftime:

- Always be ready to move to location **ASAP (double time)!**
- Kneel down and applaud the visiting band and be courteous!
- Return your plume/sash/gauntlets to a parent/section leader immediately after exiting the field.
- Always keep a disciplined demeanor and attitude when in public. Wearing of the uniform should dictate a higher standard of behavior and you will be held to that higher standard!
- Lineup for your sandwich and drink and return to the stands.

After Halftime:

- ◆ - Return to the stands with food, a drink and further announcements.
- ◆ - No one is dismissed from the game without the specific permission of the director and only then for good cause. The director will be carrying the sign-out clipboard (away games only) and **you are not dismissed** (with a parent/guardian) until you have checked out with the director.
- ◆ - Remain in uniform until you return to the stands and receive instructions.
- ◆ - During the 3rd quarter you can go to the restroom, **BUT** you are not dismissed for a break; you must be back in the stands at 00:00 of 3rd quarter and be ready to play at the 4th quarter break.
- ◆ - 4th quarter we try to play in the stands more; no unauthorized 'doodling' anytime!

Concession Stand:

The SHSMABC operate the visitor side concessions and all parents are encouraged to patronize the visitor side. Food costs were built into your band fees and the MABC provides a sandwich and drink after halftime at both home and away games.

After the Game:

- Most home games we will march back to the bandroom; gather up your instrument and/or equipment (including bags) and lineup on the track for parade formation.
- Section leaders are responsible for collecting uniform pants from their section and bagging them for pickup. All equipment must be stored in its proper place before leaving, including proper storage of coat hangers. When you pick up your pants of Friday night immediately place the coat hanger in the large box located by the uniform room door. Every Monday morning that the bandroom is not cleaned each section will take turns cleaning **THE ENTIRE ROOM** for that week. Do your jobs right the first time and everyone will be happy!

Away Game Routine

- Always be at the bandroom by the posted report time with your **uniform and raingear.**
- Get your instrument and/or equipment ready for loading the trailer first; remember that if it is not placed on the sidewalk it will not be loaded on the trailer. That is your individual responsibility only!
- Double check bus signup to make sure you know where you are sitting each week, remember that from now on we only signup for busses **ONCE** for the entire season.
- Please refer to bus and transportation rules for riding the band busses. Always report questions, problems, etc. to your bus captain.

- Upon returning to the bandroom **EVERYONE** is responsible for the proper storage of their equipment. If it is left on the sidewalk you can help load everything the next away game and move pit equipment for the rest of that week.

Bus Duties for SHS Band Students and Chaperones

Traveling as a representative of Sequoyah High School carries a certain responsibility to you as a student, parent and the SHS Band. Knowing these few simple rules and following them will make all our trips more enjoyable for everyone: violating any of these rules will result in stiffer rules and penalties for everyone.

Students:

1)** Bus sign-up for marching band will be held during the first week of rehearsal before school begins and your assigned bus will remain the same throughout the entire marching season. Bus sign-up for concert activities will be held on an 'at need' basis. Seats are interchangeable. Please give some thought to your seat partner and chosen bus. There will be 6 buses with the following privileges:

a. Transportation is provided, at no cost to the Booster Club, by the Board of Education and only members of the SHS band, chaperones and family members (family members must purchase a ticket to the game, they are not admitted free) are permitted to ride the bus. Absolutely no 'friends'!!

2) After bus sign-up you should remember what bus you are riding, where your seat is and calmly load all your things.

3) If there is a conflict with the seating chart go first to the bus captain and then to the chaperone to help resolve any problems.

4) The bus driver has the ultimate responsibility and authority while you are on the bus. If they give instructions about anything you should comply. Chaperones will help enforce any rules from the driver.

5) **You are responsible** for your behavior. If you have a problem with this the chaperones are directed to "assist" you with any conflicts. Suspension from 1 or more trips can result in continued problems with a driver or chaperones. If any student refuses to obey a chaperone they will immediately answer to me.

6) The only seating at the present time is your choice. If there are problems with unlady-like or ungentleman-like behavior we will consider arranging seating according to the "need" for behavior modification.

7) Chaperones have the right to move individuals to another seat for any reason they deem valid. Chaperones are on the trips to help with discipline and students are expected to cooperate. Chaperones also are representatives of the band and school and are expected to demonstrate patience and maturity while working with students on the bus.

Some general rules to abide by:

- you must be totally quiet and seated at all railroad crossings.
- keep hands and arms inside the bus at all times.
- excessively loud or boisterous behavior should be avoided.
- keep your seat unless you have a good reason for moving.
- obey all adults that help with the band.
- be courteous at all times!!

8) Any time a bus crosses a railroad crossing everyone must remain in their seat and not talk to allow the driver to cross safely.

9) Every driver has the right to allow or refuse students from having food and/or drinks on their bus. Most drivers are very flexible unless there is a continued problem with trash. When unloading upon returning to the bandroom please get all your belongings; all parts of your uniform etc., and then pickup your instrument or other equipment and return its to its proper storage area.

10) Everyone is required to meet at school and ride the buses provided by the Cherokee BOE, **THIS IS SCHOOL POLICY!** If you want to ride home with your parents (and parent/guardian only) you must follow these guidelines:

- a) Your parent/guardian must attend the event.
- b) When the band is ready to depart your parent/guardian must come and talk to me personally for permission and then sign the parent/guardian release form, please include your child's bus number.
- c) You are not excused from your obligation until the full band is excused.
- d) You cannot ride home with neighbors, older brothers/ sisters, etc., and especially not boyfriend/girlfriends.

Parents:

The BOE has charged me with the safety of your child while participating with the SHS Band and the above rules and guidelines are for that purpose. When you park at school (parents and students) a couple of things to remember:

- We need the driveway and bus parking for student rehearsal and equipment loading and unloading so please park your vehicle in the senior lot.
- If you are not parking but just dropping students off please let them off in the front and **do not drive into** the back area; please enter and exit at the main ('Sequoyah HS' sign) entrance.
- **No one (other than equipment trailers and concessions workers) will be allowed to drive or park in the back bus lanes area on Friday evenings**
- If a student violates regular school transportation and/or driving rules **I will personally ensure that the student will not drive on campus for a year.** The campus wide speed limit is 15 mph and the safety of everyone here is my main priority!!

Refund Policy for Band Fees:

Band fees are non-refundable. Students who begin the marching season and do not finish the season are **NOT** eligible for a fees refund. Refunds are allowed for the following conditions:

1. The student withdraws from school to move to another school or district.
 2. The student has (or develops) a medical problem which prevents he/she from continued participation if it has developed before the performance season (games) begin.
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School Discipline and the Marching Band:

Marching Band is an extra-curricular activity with co-curricular ties to band/orchestra/percussion class. Student membership in the marching band identifies them individually to a high profile organization and because of this membership and inevitable association participation and membership in the “Band of Chiefs” demands a higher standard of behavior at all times. Participation in any activity for the SHS ‘Band of Chiefs’, rehearsal on or off school campus, and anytime you leave campus with the organization (or as its official representative) the application of all CCSD and Sequoyah rules, policies and procedures as outlined the “Student/Parent Handbook and Discipline Code” will apply.

In addition to CCSD school policy and band organizational rules related to transportation, rehearsal and performance attendance, every student, parent and guardian should understand that when representing the “Band of Chiefs” in member activities and also as a student within the band program, students who incur disciplinary actions from the school (even non-band related discipline) which prevent their participation (i.e. alternative school or out of school suspension) will also be subject to any (or all) disciplinary actions listed in **the CCSD “Student Code of Conduct”** for Extra-curricular/Athletic activities:

CODE OF CONDUCT:

Effective administration of **extracurricular/interscholastic activities** requires site-based management of these programs. Each school that offers the opportunity for extracurricular/interscholastic activities will implement a Student Activity Code of Conduct. This Code of Conduct reflects the mores and sensibilities of each individual school community and is consistently applied throughout all extracurricular and interscholastic programs. Every Student Activity Code of Conduct will include an explanation of the Rules of Conduct, Methods of Enforcement, and Dispositions of Infractions. Every Code will include the following:

- A commitment to establishing and promoting a positive image of the program, the school and the school district
- The expectation of sportsmanlike conduct from participants
- Adherence to the Cherokee County School District’s Discipline Code
- The expectation that students will not be involved in criminal acts or acts of moral turpitude
- The establishment of team/activity rules

Violations of the Student Activity Code of Conduct that are verified through a reliable source (school administrator, teacher, coach/sponsor, staff member, parent of involved student, law enforcement agency, etc.) will be investigated thoroughly by the school

administration or designee. The violation(s) may result in disciplinary action and/or suspension from extracurricular/interscholastic activities regardless of whether the offense occurred at a school related or non-school related activity.

Based on the decision of the principal or designee, a participant in extracurricular/interscholastic activities may encounter one or more of the following dispositions for Code of Conduct infractions:

- Extra practice time, lap time, or other forms of conditioning
- Sponsor/student conference
- Sponsor/parent conference
- Loss of position
- Loss of awards privilege
- Loss of performance or participation privilege which can include a suspension of part or all of current season, and/or part or all of the next season in which he/she is a participant
- Permanent suspension for all extracurricular/interscholastic programs for the remainder of their school career
- The school reserves the right to permanently dismiss a student from all extracurricular/interscholastic programs for the remainder of their school career upon arrest or conviction of felony crimes or crimes of moral turpitude.

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Reporting Suspensions

- Parent/guardian will be notified of the student's suspension.
- A suspension report will be filed with the Office of Student Activities and Athletics.

Duration

This policy will be in effect year round.

In addition to the above minimum guidelines, students will abide by all standards and guidelines established in the Georgia High School Association Constitution and By-Laws and the Cherokee County Athletic and Activities Handbook.

Each student participating in an extracurricular/interscholastic activity will be given a Code of Conduct that has been approved by the principal and meets minimum guidelines set forth in this policy. This Code of Conduct must be signed by both the student and parent/guardian and returned to the Coach/Sponsor prior to participation.

Students removed, suspended, or dismissed from activities because of violations of Cherokee County Discipline Code and/or Local, State, or Federal Laws will not regain eligibility by transferring to another Cherokee County School. Concerns related to these types of actions may be specifically addressed to the Principal/Designee.

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