



# *THE BANDS OF* **LAKEWOOD RANCH HIGH SCHOOL**

## **POLICIES & PROCEDURES**

### **I. Schedule & Attendance Policy**

You must attend all practices, please plan accordingly. Prior notice for absences is required, when possible. Parents may call 941-727-6100 ext. 2029 or email [Schindler2J@manateeschools.net](mailto:Schindler2J@manateeschools.net) to provide notice for absence. Students should communicate with the band secretary and/or section leader of absence.

#### **A. Unexcused Absence**

Students with an unexcused absence will be put on alternate status. Two unexcused absences will result in your removal from the marching band. This policy is not intended to frighten any one who has a legitimate absence. It is important all of our members be present, be on time and stay until the band is dismissed. Goal: 100%

#### **B. Tardiness**

It is not tolerated. Attendance is taken from our tag board that you will be introduced to during FUNdamentals and band camp; you must turn your tag over to the color of the day when you arrive. Be prepared to begin practice at the scheduled time. If you arrive on time, you are late. Be there early and prepared. Students late to practice will receive a demerit. Allow time to get instruments, setup equipment and turn YOUR tag. The tag board is closed when practice begins. Anyone found turning another member's tag shall be deemed tardy as well.

If you are late because of some unforeseen circumstance, you will still need to serve a demerit after that practice. You may not flip your tag after rehearsal has begun. The procedure for being tardy is for you to report to the band secretary upon arrival so you can be marked present. Tardy three times equals one unexcused absence!

#### **C. Performance Attendance**

You must attend all performances. It is your responsibility to clear all performance dates on your social, personal, family, and work calendars. You will not be excused from a performance unless you are severely ill. An unexcused absence from a performance will result in your dismissal from the marching band. You **MUST** attend all performances in full uniform even if you are unable to perform. All students are required to attend school the day of a performance or practice.

#### **D. Unannounced Performances**

We receive many requests for marching band to perform and represent Lakewood Ranch High School throughout eastern Manatee County. All performances that are given to you now on the Marching Band Schedule will be required. As new requests arise, I will evaluate whether we are able to perform based on known conflicts. When an extra performance is pending, students will be asked to identify conflicts with the date. If we confirm that we are able to perform, requests to be excused from that performance will be handled on an individual basis.

#### **E. Schedule Conflicts**

Avoid conflicts! Be aware of the rehearsals, competition and mini-camp dates pursuant to the schedule provided. Marching Band is a team effort and to be successful, everyone needs to be there. **PARENTS**, if you're planning to schedule a vacation or other activity, please consider your student's band mates. When your child is absent, not only will he or she fall behind but it also affects the entire band. It is very difficult for other students to perform with "holes" on the field and with members who have missed critical field time.

## II. Academic & Behavior Policy

### A. Alternate & GPA Eligibility

The FHSAA eligibility requirements state, “a student must have a cumulative Grade Point Average (GPA) of 2.0 or above in order to be eligible to participate in extracurricular activities”. Students with less than a Cumulative GPA of 2.0 will automatically be put on alternate status. The student can practice with the marching band but cannot perform at games or FBA MPA until their GPA improves to a 2.0.

### B. Demerit System

Students can receive demerits for improper decorum, inappropriate behavior, insubordination, disruptive talking, chewing gum, failure to memorize music, drill, tardiness, or failing inspection. Students must work off their demerits the day they are received by completing work detail to assist the band. Demerit assignments are made at the end of each practice. Everyone is expected to cheerfully comply with the work detail. These details typically are less than fifteen minutes and provide a necessary service. If you fail to serve your demerit, you will not perform that week and you may be dismissed from marching band.

### C. Public Appearance

Please remember that while you are with our group you represent yourself and everyone else in our organization. Breaking the law, smoking, drinking, using controlled substances, improper decorum or any of the like will not be tolerated and may be grounds for dismissal from the band. We must always be respectful of our competitors; applaud sincerely and speak positively of other groups when in public. Competition and mutual respect fuel our activity – the other teams are student musicians trying as hard as they can to put on a great show.

### D. Social Media and Peer Relationships

There is a ZERO tolerance policy for defamation or bullying in our group. If you wouldn't want something negative said/posted about YOU personally, don't say/post it about someone else, your staff or the organization (and others) on TWITCHATFACEGRAM sort of stuff. Once you hit send you can never take it back! Members and Staff are NOT allowed to engage in personal discussions with students on social media sites. If you have a question that demands attention, contact Mr. Schindler.

## III. Band Uniforms & Equipment

### A. Marching Band Uniforms

You will be fitted during basics camp. Your uniform rental fee (which is a part of your band fees) includes rental and dry-cleaning of pants, jacket and shako(hat). You will receive a Marching Band Competition Shirt, a Show Shirt, a Drill Shirt, gloves and a Flip Folder during band camp. Students must purchase marching band shoes (new students), black socks and additional Drill Shirts (if needed). Students are fitted for marching band shoes during the basics camp and an order is placed in August. Shoes are \$35. These items will be distributed and become your student's responsibility to keep track of them. Please label all items, if possible.

### B. Guard Uniforms

Color Guard uniforms are custom made for each individual guard member and are part of your band fees. Guard are fitted during basics camp and uniforms are ordered right away. *At least \$250 in band fees needs to be collected before the guard uniform is ordered.* The \$75 band deposit is non refundable (see refund policy). They take two months to make. Therefore, if the fees are not received by order deadline, the uniform cannot be purchased and the guard member will not be able to participate in the competitive portion of the marching band. Tights and shoes are also provided and are covered in your band fees. First year guard members must purchase a Guard Package which includes a Jacket, a Guard Athletic Bag, a Guard Bling Shirt, Guard Gloves and Pom Poms. Once payment has been collected for the additional guard supplies, these will be ordered and provided when available.

### C. Uniform Room

There is a room inside the band room that is the hub of student flow. This is where chaperones come to check in, uniforms are distributed and apparel is sold. Students can purchase “*forgotten*” socks or find help with uniform questions here. Most Thursday evenings while the students are practicing there are volunteers in this room preparing for the weekend activities. Stop in to see if help is needed, to ask questions or to purchase some fan apparel.

### D. Music & Equipment

Every Band Member is expected to keep their Show Music and Exercise Packets in a 3-ring notebook with clear plastic page holders. That folder will be used EVERYDAY during the season and should be neat and organized. All musicians will be provided with a packet of stands & pre-game music at the beginning of band camp. Flip Folders and lyres are provided as part of the uniform fee. Students will need to visit a music store to have their instrument fitted for a lyre attachment brace if there is not one already on your horn.

### E. Wind Musicians Mandatory Mouth Piece Information

Utilizing a quality mouthpiece will allow you to play in tune with better tone quality and develop your embouchure. Clarinets and Saxophones are expected to have two working reeds at all times. High school players should be playing on medium and medium hard strength reeds.

Clarinets: Van Doren B-45 or Yamaha 4C.

Alto Saxophones Selmer “C” Star or Yamaha 4C.

Tenor Saxes Selmer Single “C” Star or Yamaha 4C.

Baritone Sax Selmer “C” Star or Yamaha 5C.

French Horns Schilke 30,

Mellophones Yamaha YAC MP-14F4.

Trumpets Bach 3C.

Trombone and Baritone Bach 6 1/2 AL or Yamaha 48.

LRHS Tubas will use the Hellenberg Mouthpiece exclusively.

## IV. Routines & Procedures for Games & Competitions

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*You will have guidance every time!*

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### A. Mustang Trailers

#### 1. Loading Trailers

With cased instrument in hand, form a single line in reverse score order (brass then woodwinds), away from the back of the trailer; Tuba and Drumline load at the side door. Tuba’s and drumline will be asked to come to the back of the trailer first. Once tubas and drumline are loaded, the ranch hands will call for everybody else. Bring the line to the back of the trailer and become an assembly line handing each case, one at a time, until all cases are loaded. Demerits CAN be issued by ranch hands for horseplay or disrespect.

#### 2. Unloading Trailers

Form a single line in reverse score order (brass then woodwinds), away from the back of the trailer with the tubas and drumline at the side door. When you are handed your case, place it on the ground in front of you and continue passing cases until all cases are all unloaded. At that time, drum majors will dismiss the line to unpack or put instruments away. At performances, leave cases on the ground and report to arcs. Ranch Hands will help load the cases on the trailers. After you have completed these tasks, stay clear of the back of the trailers while Ranch Hands unload props and equipment

## B. Mustang Buses

### 1. Bus Captains

Two Bus Captains will be chosen from amongst the officers and assigned to each bus. Their job is to take attendance and monitor the behavior and cleanliness of the bus. Chaperones will speak to the bus captains first if any problems occur. Bus Captains will pick up their bus clipboard before going to the bus and are responsible for returning it to the band office once we return home. Bus captains have authority, they can issue demerits.

### 2. Bus Riding Rules

- *All school rules and policies apply when riding the bus.*
- *Keep head and hands inside the bus, NEVER throw anything out the bus window!*
- *No food or drink is to be taken on the bus unless authorized by director/bus drivers.*
- *Rude behavior, abusive language, swearing, screaming or loud noises are NOT permitted.*
- *Be sure to take all your equipment on or off the bus before it leaves our campus.*
- *Each bus is to be checked for equipment & trash we may have left on the bus.*
- *Students are to be completely quiet when approaching & crossing railroad tracks.*
- *No students will be permitted to sit under a blanket! PDS School Rules apply!!!*
- *Cheering and singing is usually allowed depending on the bus driver; Ask if in doubt.*
- *Demerits are announced by the bus captains upon arrival to LRHS; they will dismiss you once you have completed the following tasks:*
  - *Clean the Bus (bus captains will dismiss you to the band room).*
  - *Assist uniform moms with collecting uniforms including yours.*
  - *Assist band officers with cleaning and setting up the band room.*

## V. Band in the Stands – At Football Games

### A. Attendance

Everyone is expected to play and cheer in the stands. **EVERYBODY, ALL THE TIME!** We are there to support the team. Have your music ready when required. Flip folders must be with you at all times in the stands. Handle your instrument responsibly and **DO NOT PLAY OTHERS INSTRUMENTS!**

**Your attention to excellence in the stands has to match your performance on the field!** Boosters will cover the seats to help keep our uniforms clean. We will sit/stand in an organized fashion, filling the seats and keeping our spacing and facing neat. Only stand on the seats when we play.

### B. WATER

Is passed out After Pregame – Boosters will be in the stands to pass out water to you when you get to the stands. Help them out by paying attention when going up the stairs. Students are not allowed to go get a drink or food from the concession stand until the 3<sup>rd</sup> quarter break. Plan accordingly.

### C. Third Quarter Break

It is our tradition (home & away games) to take a break during the third quarter to visit the concession stand so bring money. Return to the stands ASAP after the concession stand and rest rooms. We will start to play in support of the team as soon as the fourth quarter begins. Anyone not ready to play at the 3<sup>rd</sup> quarter buzzer will have a demerit duty after the game. Drum-offs and visiting with family will be revoked if there is abuse of the fourth quarter deadline.

### D. Parent Pick-up Time –

Parents can plan to pick up from home games approximately 10:30 pm. Band members are never released early (unless bad weather). Pick up times for away games vary based on travel distance. Estimated times will always be posted in the Monday Music Notes and should be heeded. Adult supervision is only mandated for 30 minutes after dismissal. Please encourage prompt pickups from your family.

## VI. Football Game Equipment & Uniforms

### A. Personal Hygiene & Appearance

- Proper Clean Hygiene, showered and deodorant
- Make-up professional in appearance, light and performance appropriate
- Hair must be kept neat and worn in accordance with the show appropriate style Competitions – “show hair” (communicated each season) or Games – French Braid
- Colorful hair décor, temporary hair color, streaks and glitter are not permitted
- No Colored Nail Polish

### B. Marcher Specifics

- Instrument – in possession, clean & polished, in working order with backup equipment (reeds)
- Music – Lyres & Flip folders for stands – FOR EVERY GAME!
- Black mid-calf socks (no ankle style)
- Uniform fitted, worn properly (see uniform mom if assistance needed)
- Hat angle – two finger breadths
- Plume – ten degrees forward
- Shoes polished
- Correct t-shirt – Competition Shirt or Show Shirt for games
- Gloves clean, free of holes, woodwinds must be cut
- Hat Box must contain, white cap, gloves and woodwinds plastic bag

### C. Guard Specifics

- All Guard members wear determined outfit (Friday night Outfit, Show Outfit)
- Equipment – flags, weapons & other implements
- Guard Shoulder bag & long bag containing gloves, makeup, hair products, shows, alternate uniform and other required items.

### D. Band Manager Specifics

- Manager shirt, khaki shorts or pants and clean shoes

## VII. Support Staff and Volunteers

### A. Technician Staff

Students should respect and receive input from tech staff as they have been chosen to help influence our program to move us to our goals of *SPIRIT + SYSTEM = SUCCESS*. Your cooperation with the input from the technician will show your spirit, their knowledge of the system will improve our program and make it successful.

### B. Band Manager

Provides a vital service to the marching band. They are expected to be present at all practices and performances to assist the band in handling equipment. They are considered regular members of the marching band. They March with the band to and from the stadium and at parades. If any band member has a friend that would like to be a part of the marching band, have them contact one of the band directors. Band managers receive community service hours for their service and have dues that cover the cost of their uniform and nutritional support.

### C. Parent Volunteers

Volunteers help make the program successful. Your kids may be embarrassed the first few times you attend, but they quickly learn to love having you around. We realize it can be a big commitment in a busy life but the rewards are great! Please join us by volunteering a few minutes or a few hours. If you are unable to attend games/competitions, there are other opportunities to help. Many hands make the work light is true. When picking up your student, the extra hands to help unload trailers or collect uniforms or pass out things to the students are welcomed. There are even some evenings when props are being built or uniforms are being hemmed and JV concession stand help is needed. Try several different volunteer areas out to see what fits your preference and time commitment.