

Laurel Spartan Band

2021-2022 Handbook
“Revival”

I. INTRODUCTION

Thank you for choosing to be part of the band! The Laurel Band is successful only because the members *choose* to make it successful. You will find in this handbook a system that will allow the Spartan Band to continue on its path of success. It is the duty of each member to make the choice to sacrifice for the band.

II. What are the benefits of joining the band?

You join a family with a tradition of camaraderie and success! You also become a part of “esprit de corps” that is fostered in a group whose members exhibit these qualities. Band provides the opportunity to be involved with and maintain a musical organization whose reputation precedes it as a disciplined, musically sharp group. Finally, you benefit from the personal development that comes from learning to overlook one’s desires for the sake of improving the group. Any truly successful organization – whether it is a sports team, corporation, or band – includes this type of thought.

I look forward to working with the Laurel Band this year. We have the opportunity to continue to demonstrate that the Laurel community values music education and is willing to support it. We get to be a “feather in the cap” of our school and community. However, we can only achieve these goals when we, as group, *choose* to be excellent!

The rules in this handbook help create a safe and structured environment where the students can succeed with their music and routines, and therefore have a positive experience.

III. MEMBERSHIP

Marching band members consist of all students performing as an instrumentalist, auxiliary member, and/or drum major.

- Membership is attained through proper ability, attitude, attendance, and/or audition.
- Membership is maintained through proper levels of success and following the established regulations.
- Membership is terminated when severe infringements of the regulations bring unwarranted negativity to the individual as well as the entire band.
- All Members must join the Marching Band Google Classroom and are strongly encouraged to join the band app. (See **Communications, Information, and Forms** for more details)

IV. ATTENDANCE REQUIREMENTS

Attendance is mandatory for all rehearsals and performances. Absences and tardiness inhibit the effectiveness of the entire band. If a student delays a rehearsal, they are wasting everyone’s time – not just their own! If a student chooses to miss a performance, they have hurt not only themselves, but also the entire band. A good band member NEVER has an unexcused absence or tardiness. A bona fide illness or death in the immediate family are among the very few permitted excuses. *The tradition at Laurel is dedication and commitment to the band – this includes attendance at all band functions (all practices and performances).*

Marching band practices occur every Monday and Wednesday (Tuesdays on weeks where there is a Monday holiday). Practices will begin 15 minutes after school dismissal, and last for 1 ½ hours. This year, practices will be from 3:10 until 4:40. Students must attend all practices and performances.

Students who are involved in other **school related** after-school activities will be permitted to split rehearsals, within reason, with prior approval of the director. If the coach or advisor of those school activities is unwilling to split practices, the student should inform the director and potentially involve the school administration.

Conditioning for sports that are not in season is not a valid excuse for splitting a rehearsal. Work is not a valid excuse for missing rehearsals. Students are not permitted to leave early from rehearsal to go to work. **Students are expected to plan work schedules to begin after marching band practice.**

Also, doctor and dentist appointments should not be scheduled on these days. A tentative calendar of all practices and performances is included at the end of this handbook.

- A. Work and vacations are not valid excuses for missing rehearsals or performances. Band functions have been announced far enough in advance to adjust your schedule. Music concerts are not considered once-in-a-lifetime events. *A condition of being part of the Laurel Band is the parents' and students' acceptance of and adherence to this principle.*
- B. If a student misses 2 EXCUSED rehearsals in one week during marching season, he/she will not be permitted to march in the performance that week unless he/she demonstrates thorough knowledge of the drills/music or routines.
- C. If absences become excessive or consistent, the student risks dismissal from the group.
- D. Any student missing band camp for an unexcused absence will lose third quarter privileges for one week for each day missed and will be required to make up a portion of the time missed for each day missed from camp.
- E. Excuses must be presented as far in advance of the event as possible. The director shall determine whether the absence will be excused or unexcused. *Minimal notice shall be 2 weeks except in extreme emergencies.*
- F. Students must present a written excuse for illness within two days after the absence from a performance or rehearsal. Failure to do so will constitute an unexcused absence, and therefore, loss of third quarter or other disciplinary measure.
- G. On days of performances (or Fridays before weekend performances), students must be in school by 10:30 A.M. in order to participate in that performance. An exception will be made if the student has an approved medical appointment, in which case the student must present to the attendance supervisor a medical excuse regarding the absence. For students who arrive before 10:30 A.M., a note from the parent/guardian for illness will be acceptable.
- H. Marching Band students must participate at pep rallies.
- I. Members of Jr. High Dance Line may participate with the band at the Homecoming, Light-Up Night, and various parades. They may march with their unit for the Veteran's Day parade.
- J. If a student is excused from a performance (funeral, once-in-a-lifetime experience, etc.), he or she may not be present at the performance from which they have been excused.
- K. On the occasion of a conflict with church youth retreats and band events, students are expected to come to the band events.
- L. Students who anticipate missing a rehearsal or performance (family emergency, sick at the end of the school day, etc.) must notify Mr. Croach or Mrs. Miles. Failure to do so will constitute an unexcused absence, and therefore, loss of third quarter or other disciplinary measure.
- M. Students are required to remain with the band until the end of all games and band activities.

Attendance Regulations

Late for Rehearsal or Performance (15 minutes or less)	3 rd occurrence, loss of 3 rd quarter
Late for Rehearsal or Performance (15 minutes or more)	Loss of third quarter.
Unexcused absence (first offense)	Loss of third quarter.
Unexcused absence (second offense)	Loss of third quarter, probation
Unexcused absence (third offense)	Suspension / dismissal
Unexcused absence from performance	Two weeks loss of third quarter, Probation.

At the end of marching season, when suspension of third quarter privileges is not relevant, students may be assigned one hour of service to the band program. This is not an administrative detention and will not appear on the student's discipline record.

V. WHAT DOES "ON TIME" MEAN?

Many times parents and students do not understand what "On-time" means. It means being early. **Early is on time – On time is late.** All rehearsals and performances begin with a meeting in the auditorium or band room. "On time" means that a student is sitting in the auditorium before this meeting begins. Students should arrive at the school at least 5 minutes early than the scheduled time.

VI. BAND CAMP

Because marching band at Laurel is extra-curricular, band camp is absolutely necessary to prepare the group for the fall season. The band staff has learned that if music, drills, and routines are not learned at band camp, it is nearly impossible to learn them later. Therefore, band camp attendance is required. The only excuses that will be accepted are: Serious illness on the part of the student, death in the immediate family, or once-in-a-lifetime experience. Vacations and work schedules are not valid excuses for missing band camp. Students and parents have been notified of when band camp occurs, and should plan their summers accordingly. The validity of once-in-a-lifetime experiences will be determined by the director. Extraordinary circumstances must be submitted, discussed, and approved by the director before the end of the previous school year. Members who miss camp will only be allowed to perform once they have mastered all drill and music or routines. This year's band camp runs from August 3-August 7 and August 10– 14.

VII. FAIR WEEK

Students involved in activities at the Lawrence County Fair will be excused, with approval from the director, from the rehearsals that occur during fair week. Other students are still required to be at rehearsals. All students are required to be at the Fair Performance August 19th.

VIII. SUMMER REHEARSALS

Summer rehearsals may be scheduled, and students are expected to attend these.

IX. WEATHER

Marching band rehearsals and performances will occur in all types of weather – summer sun, rain, snow, sleet, etc. Just like postal carriers, band students need to be prepared for the daily weather with appropriate clothing, coats, shoes, etc.

X. FACILITIES AND EQUIPMENT

Band Equipment is extremely valuable to the success of our group. It is also very expensive and not easily replaced. Take pride in the equipment you are permitted to use during your time in band. Leave it in good condition for future members. Keep track of your equipment's location and condition at all times. Periodic inspections will be conducted so take care of your equipment to avoid paying monetary restitution.

The auditorium and hallways must be kept neat at all times. Do not leave anything in the auditorium and hallways after a band function. Food and drink are prohibited in the auditorium. Absolutely no food or drink permitted in the band room, auditorium, or storage areas. The band office is off limits to band students and band parents except with verbal permission from a staff member.

The storage rooms are used to store instruments and equipment only. Keep them neat at all times. All instruments will be kept in slots that will be assigned at the beginning of band camp each year. Do not use another person's instrument or equipment without the permission of the owner and the band director. All instrumentalists will be issued one copy of each musical selection. If students need extra copies of music, they should get them from the field directors or section leaders *before* the start of rehearsal.

XI. UNIFORM EXPECTATIONS AND PERSONAL APPEARANCE

The Laurel Marching Band prides itself on its appearance and demeanor. *There is one marching band uniform at Laurel.* This means that the uniform will remain on until the students are back in the school (home games) or on the buses (away events). Our uniforms must continue to last for future years. All of us need to pay close attention to how the uniforms are cared for.

BAND PANTS MUST BE HEMMED BEFORE THE FAIR PERFORMANCE IN AUGUST

Band uniforms and raincoats are expensive, and they need to be properly maintained in order to last for a long time. Therefore, students are required to maintain their uniform according to the following list on the next page:

1. Shoes must be polished before every game.
2. Jackets and pants must be pressed.
3. Soiled uniforms must be cleaned before the next band event.
4. Hats are to be kept clean.
5. Students are to wear a band T-shirt or long-sleeve band T-shirt (no hoodies) under their uniform jacket.
6. Students must wear plain white crew socks (mid-calf length). Socks with designs will not be permitted.
7. No nail polish of any kind or color is permitted. This includes French tips, manicures, etc. The only exception to this is the homecoming game with director's prior approval. These nails should be removed after the homecoming game.

Also, there are some other considerations for marching band:

1. Long hair is to be braided and kept up in hats.
2. No jewelry of any kind is permitted. This includes any kind of facial piercings or tattoos. Do not get your ears, etc., pierced immediately before or during band camp. You will not be permitted to wear them. Wearing a Band-Aid over an earring is not ok.
3. Makeup, perfume and body sprays should be kept to a minimum.

Knit caps or ski bands are provided in the later parts of the season for cold-weather purposes. These hats are black. They will be worn in the stands only. Students are permitted to wear Spartan Spirit hats. Any hat that is not a Spartan Spirit hat may not be worn. The Laurel band does not typically wear gloves during a performance. However, when deemed necessary, only the provided black gloves are permitted to be worn. Students choosing to disobey these rules will lose their third-quarter privileges.

Students will be issued a raincoat as part of their uniform. It will be kept at school, and students will be issued a number for their raincoat. It will be the students' responsibility to keep their raincoats clean and with them when necessary. If the weather may be inclement during a performance, students should plan to have their raincoat.

Each band member will be issued the proper uniform (and school instrument, if necessary) needed for a successful season. All students will sign a form stating that they have received the given items. Parents will also sign this form.

Students and parents will be responsible for the location and condition of their uniforms and equipment until it is collected. Alterations (other than hemming) to any uniforms may be done only with the director's written permission.

The school will provide for one dry cleaning of each student's uniform per year. This will be done at the conclusion of the season. If a uniform becomes soiled or does not pass inspection during the season, it is the responsibility of the parent to have their child's uniform dry-cleaned. Parents are responsible to clean the uniforms only if they get dirty, or before a band trip, if a trip is planned.

Uniforms must be stored properly on hangers at all times other than when in use.

XII. INSPECTIONS

Inspections will take place prior to home and away games.

- Part of uniform missing - 6 points
- Boots or Shoes not polished - 3 points
- Hat excessively dirty - 3 points
- Uniform wrinkled or dirty - 3 points
- Pants not hemmed or hemmed incorrectly - 6 points
- Socks or shirt that are not white/plain or both - 3 points

IF YOU ACCUMULATE 6 OR MORE POINTS, YOU WILL FORFEIT 3RD QUARTER PRIVILEGES.

XIII. EQUIPMENT STUDENTS MUST PROVIDE

Footwear – Each band member must provide the proper footwear needed for performance. The shoes will be ordered during band camp. All shoes must be the same. Student account money may be used for shoes.

School instruments – Students using school-owned instruments may need to provide certain items for their use such as: sticks, mouthpieces, heads, oil, neckstraps, etc.

Lyres – Each instrumentalist is required to provide a lyre to hold his or her music during rehearsal. These can be purchased locally at Music Showcase or from the Brighton Music representative, who will visit band camp.

Flip-folder – Each instrumentalist is required to provide a flip folder to file his or her music during rehearsal. These can be purchased from the Music Showcase or Brighton Music representative, who will visit band camp.

XIV. DEMEANOR

The demeanor exhibited by the Laurel Band is a key to the band's success. It is important to remember that the performance begins when people first see the band and auxiliary students in uniform – not just when the field show or parade starts. We pride ourselves on how we behave, look, and interact with others both on and off the field. Students are expected to develop and maintain this demeanor. It includes:

- Attitude of professionalism and politeness
- Promptness
- Courteousness to others (staff members, band parents, other students, etc.)
- Seriousness during performance
- Avoidance of activities that might harm the reputation of the group
- Attentiveness to football games

This demeanor is not something commonly found with other student groups, either here at Laurel or elsewhere. Learning to master this concept will benefit students regardless of what career path they take in the future.

XV. REHEARSAL CONDUCT

Productive rehearsals are needed to ensure the success of our band. Please come to each rehearsal with the appropriate attitude and desire to do your personal best.

1. Follow directions the first time they are given
2. Do not be late for rehearsal
3. Do not talk during rehearsal or meetings, and listen carefully to whoever is speaking
4. Move quickly to and from practice areas
5. Rehearse as if you are performing
6. Bring a pencil to all rehearsals – indoor and outdoor
7. Come prepared to all rehearsals – this includes having music marked by specified date, as required.
8. **Cell phones** are not to be on or used during rehearsals or meetings.

XVI. GAME/PERFORMANCE CONDUCT

A. Riding the bus

1. Follow directions when given
2. No sitting on the backs of seats
3. No standing or changing while the bus is in motion
4. No yelling
5. No taunting of the opposing team, town, etc.
6. No pounding on the seats, roof, etc.
7. Personal media devices, etc. are permitted only if earphones are used. These are not to be used during the game. The band staff and school are not responsible for loss or damage of these types of items.
8. Cell Phones (including texting) are not to be used during games.
9. Cheers and singing are permitted at a low level
10. Everyone must ride the bus to and from away performances.

EXCEPTION: Students may ride home with a parent, guardian, or family member over the age of 18. A signed note must be submitted to the director before the band departs for a performance. The parent must come to the bus after the performance and notify the director that the student is leaving. The director or assistant director must see the student physically leave with the parent. Students are not permitted to drive themselves. The staff will not hold the rest of the group longer than 15 minutes after the end of an event (end of game, parade, band festival, etc.).

- B. Must be in full uniform the entire game/performance unless permission is given. Failure to do so will result in the loss of third quarter privileges. One of the worst looking things is a half-dressed band member!
- C. All members must sit in their sections.
- D. Stay involved in the game, be ready to play during breaks and cheer the team to victory!
- E. Insubordination is strictly prohibited and will carry severe consequences. Please remember Rule #1: Follow Directions When Given.
- F. Public Displays of Affection are prohibited during a band event.
- G. Baseball hats are not to be worn with the uniform at any time!! Each member of the band will receive a winter if deemed necessary. This or Spartan Spirit hats will be the *only* approved hat in the stands. It is the student's responsibility to purchase a replacement hat from the band if the issued hat is lost.
- H. Arrive for all performances with uniform pants or bodysuits on unless specifically instructed to do otherwise.
- I. If you forget some part of your uniform or equipment, you will sit third quarter at that evening's game, or if it is a parade situation, you will lose third quarter at the next game.

XVII. THIRD QUARTER

1. Time off at third quarter is a privilege and not a right.
2. You must be in your section and ready to play at the buzzer at the beginning of fourth quarter.
3. Finish all food and drinks prior to the end of third quarter.
4. Your full uniform (no hat) must be worn during third quarter – you are representing the band!

FAILURE TO ABIDE BY THE RULES FOR THIRD QUARTER WILL RESULT IN LOSS OF PRIVILEGES FOR A TIME DETERMINED BY THE STAFF.

XVIII. BAND JACKET POLICY

Each student will be eligible to receive a custom made LAUREL SPARTAN SENIOR BAND JACKET after meeting the following conditions:

1. Has completed 3 years of active service in the marching band program
2. Is entering his or her junior or senior year in high school
3. Agrees to participate actively in the marching band in his or her junior and senior year.

Each student must pay for his or her own jacket. This money can come from the student's individual account. Jackets need to be paid for when ordered. Cost of the jacket will be based on the current rates determined each year.

XIX. A NOTE ABOUT BAND TRIPS

Students in the Laurel band may have the opportunity to travel on a field trip. If a student is part of the group, and the group is going, the student should plan to go. In other words, *students are expected to participate in these events*. Trips will be cancelled if there is not adequate participation and interest from the group. There will be fundraisers to help defray the cost of these trips. There will also be additional regulations regarding these types of trips.

XX. FUNDRAISERS AND STUDENT ACCOUNTS

Fundraisers are established to help students meet the expenses of jackets, trips, etc. The profits that students make from fundraisers go directly into individualized accounts. Students are encouraged to actively participate in all fundraisers.

There are fundraisers from which funds are directly deposited into student accounts. Students can earn money or deposit money into their student account. This account can be used for:

- Shoes
- Equipment
- Band Jackets
- Trips Costs/Competitions

Students may use account funds for reeds, oil, and other supplies. Money raised or deposited for band activities is for band purposes only. **If a student leaves the program, his/her account will be frozen for one year. If that student returns to the band the next year, their account balances will be restored to them. If not, that money will be transferred to the general fund. Students will not have access to those funds during the time that they are inactive with the band program.** Money may be transferred only to siblings. Money will not be transferred to other activity accounts.

XXI. A NOTE ABOUT STUDENT HEALTH

In order to fulfill their commitment to band, it is important for students to maintain their health. Parents, please encourage your children to get enough rest and proper nutrition. Attention to one's own personal health will help the band to avoid unfortunate lapses in performance due to illness.

Parents should inform the director and the school nurse of changes in any medical information for their band member(s).

XXII. FRONT GUARD

Front guard is for seventh or eighth grade middle school band members who want to march in marching band and for non-musicians of other ages who want to march in marching band. Students who play an instrument are required to play that instrument for marching band. Extenuating circumstances and/or director's discretion may be used to include students that do not abide by these rules if deemed necessary.

XXIII. LEADERSHIP

Students from within the group will be selected as leadership members to help the staff communicate with and motivate the band. These offices may change from year to year, and will be filled using an interview or tryout process. Students who are selected for Leadership positions should not leave practices early or miss any performances for any reason.

XXIV. SCHOOL DISCIPLINE

PLEASE REMEMBER THAT ALL LAUREL SCHOOL DISTRICT POLICIES APPLY TO THE BAND DURING ANY FUNCTION AT ANY LOCATION. These policies include the prohibition of alcohol, tobacco, and drugs. If any incident should occur, the members involved will be immediately disciplined and upon the decision of the director, removed from the band program.

Probation – Student will be given 1 hour of detention and placed on “close watch” for two weeks. If the student receives any more disciplinary action during this time, he or she will be placed on suspension. Probation is given for serious offenses as: severe attendance violations, obscenities, abuse of equipment, inappropriate conduct, stealing, etc.

Suspension – Student will be suspended from all band activities for two weeks. Two suspensions will result in a student being dismissed from band.

The band staff reserves the right to discuss appropriate disciplinary actions, including dismissal, for any extreme or unprecedented cases.

XXV. Communication, Information, and Forms

In order to be properly informed and up-to-date with information, staff have developed various means of communication and information dissemination. There are a few resources that students and parents should check regularly. 1. All students that are in the marching band must join the marching band google classroom. The code for the 2021-2022 class is fjorknl. 2. All students and parents should join the Band App communication service. To join, please use the following link or QR code:



<https://band.us/n/a2a557426cG0G>

3. All students and parents should check the Band Website regularly <https://laurelspartanband.org> 4. All students and parents are strongly encouraged to follow and like the Laurel Band Boosters and the Laurel Spartan Band Page on Facebook.

Calendars, Forms, and other information can be found through the Marching Band Google Classroom, Laurel Spartan Band Website, and the Band App.

xxvi. SUMMARY

We are excited about the possibility of working with all of you. It is always enjoyable to help students achieve their personal and collective best efforts. With hard work and discipline, next year could be the best year we've had! See you in July!!

This page intentionally left blank

ABSENCE FORM

***Please fill out the following form and submit to Mr. Croach at least **TWO weeks** in advance. If absence is a result of a recent medical situation, please include any proper medical forms/doctor notes with this absence form. Mr. Croach reserves the right to judge the absence excused or unexcused. Please refer to the "Attendance" portion of the Handbook for more information.

I, _____ (student's name)
will not be able to attend the band performance at _____
on _____ (date).

Reason for Absence:

Date: _____

Student Signature: _____

Parent Signature: _____

ABSENCE FORM

***Please fill out the following form and submit to Mr. Croach at least **TWO weeks** in advance. If absence is a result of a recent medical situation, please include any proper medical forms/doctor notes with this absence form. Mr. Croach reserves the right to judge the absence excused or unexcused. Please refer to the "Attendance" portion of the Handbook for more information.

I, _____ (student's name)
will not be able to attend the band performance at _____
on _____ (date).

Reason for Absence:

Date: _____

Student Signature: _____

Parent Signature: _____

This page intentionally left blank

INSTRUMENTAL/EQUIPMENT SIGN-OUT SHEET

*****ONLY COMPLETE IF YOU ARE USING SCHOOL INSTRUMENTS*****

I, _____ (student's name) am signing out the following instrument(s)/equipment for the 2021-2022 school year:

Serial number of instrument(s)/equipment (if applicable): _____

Condition of equipment upon initial rental: _____

Condition of equipment upon return: _____

By signing below, I understand that it is my responsibility to maintain the above equipment to the highest standards. I understand that I will be responsible for replacement costs if I lose the piece of equipment and/or instrument. I also understand it will be my responsibility to pay for repairs to the equipment/instrument that result from my or another individual's negligence (beyond normal wear of the instrument, to be determined by the band director and administration). The above equipment is signed out during the 2021-2022 school year only and must be returned and inspected at the conclusion of the school year. Failure to return the equipment in the proper condition will result in a report to administration, monetary costs to be added to the senior obligation bill, and any other actions necessary in order to obtain the equipment in an appropriate, functional condition.

Date: _____

Student Signature: _____

Parent Signature: _____

This page intentionally left blank

HANDBOOK CONTRACT/PHOTO AND DIGITAL IMAGE RELEASE

Please return full page by the first day of band camp.

My child, _____, and I have read and understand the Laurel Spartan Band 2021-2022 Handbook and agree to abide by the policies set forth therein.

I will also allow digital images and/or photos to be taken of my child that have the potential to be used in Laurel School District exhibits, publications, classrooms, or in other digital media (a digital image may be defined as: photo or video that clearly identifies a student. These images may be used in newsletters, video, class projects, Internet or website postings).

Parent name

Student name

Parent signature and date signed

Student signature and date signed

Parent cell phone number and provider

Student cell phone number and provider