

Pickens High School Pride of Pickens Band Handbook 2018-2019



This handbook belongs to: _____

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Why Band?

What is a band? What makes band different from other courses in the school curriculum? What are the benefits of the band to the student and the student body? Why music?

First, a band is a group of individual instrumentalists working together toward a common goal. That goal is to perform music in such a way that is aesthetically pleasing to both performer and listener, is true to the intentions and inspirations of the composer and at the same time advances the skill of the individual player. Band differs from other courses in the curriculum in that it requires more time, energy and commitment than almost any other subject or activity. A student who joins the band must be prepared not only to attend regularly scheduled rehearsals, but also extra rehearsals, sectionals, and put in a large amount of individual practice away from school. For a band to reach its potential, each player must be completely dedicated to the organization, to its ideals and standards, and to its members.

In spite of the great demands placed on the student, the benefits they gain from band justify the cost. Band is the only course that reaches all aspects of the student's mind including the intellectual, the physical, the psychological, the spiritual, the emotional, and the social. Band has the potential to expose the student to the arts, which are the only lasting aspects of our culture. In band the student learns an appreciation of music through performance, repertoire, interpretation, and trained listening. Band teaches discipline of mind and behavior. Playing an instrument combines coordination of mind and body to a greater degree than any other single activity. Through the band experience, the student learns techniques of artistic discrimination, judgment, insight and problem solving. As well as teaching the benefits of hard work, band can also be a form of recreation and a much-needed creative outlet.

Participating in band gives a student a sense of belonging and an opportunity to be a part of something that is bigger than themselves and better than any of the individual parts. It puts them in a position of responsibility and gives them an opportunity to achieve. Through band a student can raise their self-concept and develop confidence by knowing that they are an important part of the sum total.

Because of the variety of people who join the band, it becomes the embodiment of all society. All variations of human nature and behavior can be found in the members of a band program. Through contact with these different individuals, a student enriches their own personality and learns to work and live successfully in cooperation with others. The band offers opportunities to develop leadership skills and is a means to help students become responsible adults. It offers students a sense of purpose, values, and discipline.

The band serves to represent the school and community. More people see the band than any other program or school organization. Because of football games, parades, and concerts it is continually before the public and acts as the chief booster of school spirit. In many ways, the band acts as a showcase for the school's achievements and successes.

The staff of the Pickens Band Program are committed to providing you with as many musical opportunities as possible. We feel that this is your band and these experiences are at your disposal, but you must make the decision to claim them. You must follow up that decision to be a band member with dedication, practice, and hard work. Your involvement in the band program provides you with an opportunity to instill in all people an awareness of music's important role in the enrichment of the human spirit. Being involved in a band program is an activity in which you can participate for your entire life. The benefits available to you through music and its countless variations are limitless. It offers opportunities and rewards that no other disciplines can provide.

Thanks for all of your support, help and understanding,



Michael P. Oubre
Band Director



“Our Pursuit of Excellence”

Dear PHS Band and Band Families,

On behalf of Pickens High School, I would like to welcome you to what is shaping up to be one of the most storied years of our school’s 60+ year history! We are so blessed to have received several impressive facility upgrades to our stadium that will be enjoyed and utilized by this program and many others. Additionally, a very generous donation from a community member has allowed the purchase of new uniforms for the upcoming Pride of Pickens Marching Band season. It is truly an exciting time to be involved in this program here at PHS.

As is the case with any successful program, the PHS Band is dependent on the involvement of many key people. The commitment level of our students is paramount to achieving a high level of success. Thank you to our students for the countless hours you will put into preparing for numerous performances and the way you will represent our school. You are a huge part of our culture here at PHS and you make us very proud. As your principal, I am extremely appreciative of your tireless dedication and the continued efforts you put forth in refining your musical talents.

Next, the parents/guardians and other volunteer personnel are crucial in assisting in the countless supporting roles. Transporting your students to events and rehearsals, assisting with equipment set-up/take down, and working in the concession stand are all important tasks that help keep this program moving forward. None of this could happen without your efforts, and we are truly grateful for the investment of your time and skills.

Lastly, I can confidently say that it takes a strong leader and staff to direct a clear vision. Mr. Oubre is that leader who will not be outworked and exhibits a “refuse to fail” mentality. Thank you Mr. Oubre for all that you do to make sure we can all have pride in this great program that you successfully lead. I am looking forward to the great things that you and your band have in store for us this year.

I have been fortunate enough to witness and experience firsthand what this program can do to develop leadership skills and build collegiality among our students. Thanks to the efforts of each of you and the dedication of a great support system, the rich tradition of excellence will be allowed to continue through this upcoming 2018-2019 school year. I pledge to give you my full support and backing as you continue to pursue musical and artistic greatness.

Sincerely,

Chris Wallace

Chris Wallace
Principal



Pickens High School Bands

500 Dragon Drive Jasper, GA 30143

706-253-1800, x545

Dear Pride of Pickens family,

Welcome back for a great year with the Pickens Band! I'd like to extend a warm welcome to the upcoming students who will be new to the school this coming year and an even warmer welcome to the returning students who have helped make this program what it is today. One of the greatest thrills in my life, besides my family, is getting to teach students in band and I am excited to get to do this at Pickens High School! I truly love my job and what I get to do every year as a teacher.

In the past seven years, we have established a solid program with core fundamentals and an incredible playing ability. This must be done in every aspect of the program. Are you ready to help raise the bar for the band? I am eager to see what this year will bring. With another year of raising the bar with the music we perform and the way we develop as an ensemble, it looks to be another SUPERIOR year. So, students, ARE YOU READY?

This handbook is for all of us as a way of communicating the great amount of information needed to keep such a large program running smoothly. Please keep this handy and do everything you can to learn the rules and regulations of this program- it will be beneficial! This is reviewed, re-written and fixed every year by YOUR band leadership and it contains all of our policies and procedures. Our presence on the web is www.prideofpickens.org We will also use the Charms Office System extensively. The address is www.charmsoffice.com and the login is PrideofPickens and then your student ID number. Check it often!

Let me take this opportunity to invite you to our Band Booster meetings. As a parent, you are automatically a Band Booster; there are no applications or membership dues for this organization. Our Boosters are the most wonderful people imaginable, always going that extra mile to support the students. Many parents donate countless hours and tremendous energy in order to make band a worthwhile activity for the students. Now, more than ever, we need help. Please become active and involved with what your children spend so much time doing. The Booster Club has already become more active and they want more help! Parents- ARE YOU READY?

So, to all of the parents reading this: THANK YOU! The support and encouragement that you provide your children is more beneficial than you can imagine. It is wonderful to see your parents at all the games and contests. In this day of budget cuts, changing curriculum and a lack of funding for the arts, music programs especially need the support of our biggest fans. Please continue to encourage and support your students' musical involvement- even if they don't become teachers or professional musicians, the life skills they learn from being in a band program such as this can never be forgotten.

Thank you to all students and parents who sacrifice so much to make this band SUPERIOR!

Thanks for all of your support, help and understanding,

A handwritten signature in black ink, appearing to read "Michael P. Oubre".

Michael P. Oubre
Band Director

I. FOREWORD

The Pickens High School Band Handbook is designed with the following objectives in mind:

- To help avoid costly delays, loss of time, and misunderstanding due to a lack of awareness of policy and procedures.
- To serve as an operational guide for the students, parents, and directors.
- To develop a systematic approach to the teaching and organization of the high school instrumental program.

ORGANIZATIONS

The Pickens High School Bands are the primary performing groups of the high school grades 9-12. The band classes form the base of these concert organizations: Symphonic Band, Wind Ensemble, Concert Band, Percussion Ensemble, Freshman Band, Basketball Band, Chamber Ensembles, Marching Band and the Jazz Band and Combo. Selection and placements in the bands will be determined by auditions and/or recommendation of middle school director.

The Color Guard, Winterguard, and Drum Line/Pit are sub-sections of the marching band. Members of these groups are selected by audition every spring. These members must meet skill, academic and behavioral requirements.

A STATEMENT OF BAND POLICY

The Pickens Band program is a curricular and an extra-curricular program. While you are enrolled in a class to be a band student, many band activities take place outside of the band day. Your participation in these events will depend on your participation in the classroom aspect of the Pickens Band. We firmly believe that the student should improve through daily practice. In the band program, we feel that when a student has lost the will to improve in order to make a better contribution to his fellow band member, they are perhaps wasting the time of the school, their fellow students, and the community by continuing in this program. We are firmly convinced that the happiest students are the ones who are improving themselves through regular habits of practice and daily progress. They must not only know right from wrong, but must be able to stand for their principles. They must develop a high sense of purpose toward which they are willing to work. We intend to conduct the band program in a manner that will encourage all students to achieve these goals. Taking private lessons from a specialist is strongly recommended for all students.

THE BAND MEMBERS' RESPONSIBILITY TO THE BAND PROGRAM

Students participating in any band event will:

1. Be considered on campus and must follow the behavioral guidelines set forth in the student handbook of PHS.
2. Be regular in attendance and account for all absences in writing.
3. Make a real effort to learn and improve daily.
4. Become responsible for and expect to assume the consequences of your actions.
5. Be personally clean, neat, and dress appropriately.
6. Have and show the proper respect for those in authority.
7. Follow all classroom rules, school regulations, and all travel instructions issued for trips.
8. Be honest and fair in dealing with others.
9. Cooperate with fellow members and share with them the responsibilities and privileges that are a part of the band program. Included responsibilities are: helping each other with preparation of performances, tear down after performances, keeping up with music and materials, keeping band area clean, assisting librarians, etc.
10. Read and play music with insight and expression.
11. Improve your knowledge and understanding of music theory, harmony, and history, as well as develop good listening habits.
12. Keep your instrument in good playing condition at all times. This includes having all needed materials and equipment.
13. Keep band uniform clean and in good repair.
14. Uniforms must be maintained as to the standards and procedures told to you in class.
15. School instruments become the full responsibility of the student who is assigned that instrument. The school accepts NO responsibility for individually owned instruments stored at school. **If you have to share an instrument, it is the responsibility of both members using the horn to assume responsibility for damage or needed repair.**
16. All members will be expected to do their part in all projects the band undertakes for fundraising.
17. Students are expected to be in full uniform in public, except when otherwise approved by the director.
18. Students new to the high school will be expected to purchase black concert apparel- tuxes for the men and concert dresses for the ladies.

* **Students may not participate in band performances unless they are in attendance in school at least 1/2 day on the day of that performance (see School Handbook).**

BAND RULES

1. While in uniform your behavior is expected to be appropriate for a Pride band member.
2. The use of tobacco in any form (including e-cigarettes) is not permitted at any band function. Use of tobacco will remove you from the group.
3. There will be no drug and/or alcohol use at any time at any band function. The use of either will remove you from the group.
4. **Foul language, profanity, and obscene words and gestures are unacceptable behavior.** First offense is a warning from the section leader and the second offense will be a conference with the band director.
5. Food, drink (except water), or gum is not permitted in any band rehearsal or in the stands for marching band performances or band area.
6. A student who chooses to join the Pickens Band Program assumes responsibility along with his/her parent or guardian of all equipment and uniforms issued to them that belong to the school. If equipment is broken and it is the fault of the student, beyond normal wear and tear as determined by the director, it is the responsibility of the student to pay for any and all repairs or replacement.
7. The parents or guardian along with the student should understand that all performances must be attended unless the director has been notified, presented with a valid reason for the absence and has approved the absence.
8. Band members should respect the bands and fans from other schools and should be supportive of their performances.

PUBLIC DISPLAYS OF AFFECTION:

1. **Student public display of affection will be limited to hand-holding only. This applies to all classes and band functions.**
 - a. **First Warning: Verbal warning from student leadership, chaperonees, or staff.**
 - b. **Second Warning: Marching Band- contact parents directly, possible probation from any marching band duties or activities, if needed, removal from bus and change of bus list.**
 - c. **Second Warning: Concert Bands- repeated infractions will result in a referral and/or parent conference.**
 - d. **Third Warning: (either group)- possible removal from that activity, office (if they are an officer), and can result in the loss of their earned band letter for that year. This loss of letter is not be able to made up.**

ACTIONS THAT OCCUR OFF-CAMPUS AS IT RELATES TO BAND MEMBERSHIP:

1. If a band student is involved in any activity that can cast a negative light on the band, as determined by the band director, with the consultation of the administration, the band student may be removed from marching band or any band activity. This includes off-campus activities that are illegal, immoral or exhibit poor judgment.

New as of October 30, 2017- UPDATED, ADDED CONTRACT FOR STUDENTS NOT IN BAND CLASS

As long as we have block schedule, we will have conflicts with band classes and Advanced Placement, Honors, singleton (only one offered) and off-campus classes. If every attempt has been made to avoid these conflicts, students may still participate in marching band activities as long as these conditions are met.

Marching Band:

- 1) The student must attend all marching band rehearsals, performances, commitments, contests and parades, unless there is an excused absence situation approved by the director within normal parameters of the band handbook.
- 2) Any marching band material distributed in class is the responsibility of the student to collect and have at rehearsals and performances. Marching band pass-off's must be on time.
- 3) If you are unable to schedule any band class during the fall or spring semesters due to academic conflicts, a student may have ONE semester total where this will be allowed.

Concert/Symphonic Band:

- 1) If they are not in a band class during 1st semester, the student may not participate in the Fall or Winter Concerts. They may not participate in Band Auditions. At the beginning of 2nd Semester Band Class, the student will be placed in a seat in their section and band by the director's decision.
If there comes another semester where a student cannot fit band into their schedule due to academic conflicts, they will have to decide to drop band or not. They will NOT be allowed to march a second Fall without being in a band class.
- 2) If they are not in a band class during 2nd semester, the student may not participate in LGPE or any concerts or concert band activities. Missing 2nd Semester Band will only be allowed one time and only if there is a legitimate schedule conflict that does not allow you to participate in either of the band class periods.
If there comes another semester where a student cannot fit band into their schedule due to academic conflicts, they will have to decide to drop band or not. They will NOT be allowed to march a second Fall without being in a band class.

Other situations:

If any other situations not covered in this document exist, the band director holds the right and responsibility to make any decision necessary for the good of the group, including removal or exclusion from the group.

Guidelines for the PHS Band Program: Social Media

Dear Band Members and family members,

As you begin participation in another year of school, I want you to be aware of the revised social networking guidelines. The PHS Band recognizes and supports the students' rights to freedom of speech, expression, and association, including the use of social networks. In this context, however, each student must remember that being a member of the PHS Band is a privilege. As a student, you represent the Pickens County Schools and Pickens County and you are expected to portray yourself, your band, and the School District in a positive manner at all times.

Below, you will find the new social networking guidelines that provide information for social networking site usage:

- Everything you post is public information – any text or photo placed online is completely out of your control the moment it is placed online – even if you limit access to your site. Information (including pictures, videos, and comments) may be accessible even after you remove it. Once you post a photo or comment on a social networking site, that photo or comment becomes the property of the site and may be searchable even after you remove it.
- What you post may affect your future. Many employers and college admissions officers review social networking sites as part of their overall evaluation of an applicant. Carefully consider how you want people to perceive you before you give them a chance to misinterpret your information (including pictures, videos, comments, and posters).
- Similar to comments made in person, the PHS Band will not tolerate disrespectful comments and behavior online, such as:
 - Derogatory language or remarks that may harm students, directors, teachers, administration and staff of our school or any other schools, including comments that may disrespect anyone.
 - Incriminating photos or statements depicting violence; hazing; sexual harassment; full or partial nudity; inappropriate gestures; vandalism, stalking; underage drinking, selling, possessing, or using controlled substances; or any other inappropriate behaviors.
 - Creating a serious danger to the safety of another person or making a credible threat of serious physical or emotional injury to another person.
 - Indicating knowledge of an unreported school or band violation—regardless if the violation was unintentional or intentional.
 - Family members should also follow these guidelines. If family members engage in posting anything that is considered derogatory or inflammatory towards the band, the band director or staff, or towards any student in the band, a conference will be held to discuss the issue at hand and may result in the removal of the student from the band.

In short, do not have a false sense of security about your rights to freedom of speech. Understand that freedom of speech is not unlimited. The on-line social network sites are NOT a place where you can say and do whatever you want without repercussions. The information you post on a social networking site is considered public information. Protect yourself by maintaining a self-image of which you can be proud for years to come.

II. MARCHING BAND

PROPER WEARING OF UNIFORM

1. **Wear jacket zipped all the way up or take it completely off. Pants and shoulder straps should be worn all the way up.**
2. Never leave uniform lying around. Hang it up or wear it.
3. Have on the current year's band shirt or section shirt at all times when in uniform. Section shirts must be approved by the band director before being ordered.
4. Shakos (hats) should be carried upright when not being worn and not carried like a bucket. Carefully place your shako upright when not on your head or in the storage boxes.
5. Treat your instrument and uniform with pride and respect.
6. Band jackets may only be worn traveling to or from games. Band letter jackets are not to be worn in the stands. Guard girls can wear band jackets, "band hoodies" or approved auxiliary clothing in the stands due to the nature of their uniforms.
7. Uniforms will be checked, as described in band class, for proper storage in the uniform bag. Penalty for improper storage will be laps and/or loss of letter for repeated infractions.
8. Uniforms on the bus can include no jacket, but the shoulder straps must be on the shoulder. Pants should never be taken completely off. Whatever the chaperones say to do is the law, even if it differs from this.
9. Guard may wear either the band shirt or the guard section shirt, as specified by the guard instructor.

REQUIREMENTS TO PASS INSPECTION

A) WOODWIND, BRASS, PERCUSSION- all uniform numbers MUST be memorized.

1. Black socks that are at least to mid-calf. **NO ANKLE SOCKS.** We must not see skin on your leg when you sit.
2. Clean, non-wrinkled uniform and no missing pieces.
3. Clean shoes (must be **band** shoes unless approved by the Director)
4. Clean, smudge free hat brim. Berets for sousaphone players.
5. Must be able to identify hat, jacket, gauntlets, pants and any other numbered part.
6. Clean band t-shirt or section shirt.
7. Hair must be worn in such a manner as not to touch collar of uniform with hat on. Any item used in the hair must be black, red or match the natural hair color. **DYED HAIR THAT IS NOT A NATURAL COLOR WILL NOT BE ALLOWED!** Hair bows that are black, clear or matching hair color may be worn. Hair may be worn down in the stands.
8. **Instrument must be clean, functional and in good playing condition.**
9. Students who are late to inspection should be inspected by the appropriate person ASAP after their arrival. It is the student's responsibility to see to this.
10. Jewelry should be small, unobtrusive and tasteful. Ear studs must be black, silver, gold or clear. Piercings other than an ear piercing will be reviewed by the directors as to appropriateness.
11. No nail polish other than clear or French Manicure. **NO EXCEPTIONS.**
12. Black gloves. Wrist bands if you are a percussionist.
13. Clear poncho- this may be bought from the band or on your own.
14. If you choose to carry anything into the stadium, it can only be done in your band book bag.
15. Tattoo's are highly discouraged but must be covered if they are visible.

B) COLOR GUARD

1. Clean and wrinkle-free uniform that is hemmed properly.
2. Black socks or body tights- no footie socks.
3. Black or tan guard shoes as mandated by the director.
4. Makeup, jewelry and hair requirements will change depending on the theme of the show and all must match.
5. Equipment must be clean and in performance condition.
6. No jewelry other than an ear studs. See above rule number 10.
7. Pants must be hemmed by the first game and this is the member's responsibility.
8. Clear poncho- keep in guard bag.
9. Tattoo's are highly discouraged but must be covered if they are visible.

INSPECTION

The Captains will inspect the leadership members. Then, the section leaders will inspect the students. Section leaders report to the Secretary.

USE OF SCHOOL-OWNED INSTRUMENTS/EQUIPMENT

Students playing on an instrument owned by the school at the director's request for the purpose of helping balance the band's instrumentation will not be charged a fee. Those students will, however, be expected to:

1. Practice regularly
2. Accept the responsibility for maintaining the instrument in good playing condition (this means that any damage or repair work needed on the instrument while signed out to you will be at your expense.)
3. Be responsible for checking the instrument out and in properly.
4. In some cases students may be required to study privately on a regular basis from an approved teacher.
5. Cases may NOT be kept in cars overnight or weekends. The heat/cold of a car may actually harm the instrument and you will be billed for its repair.
6. Unless you are an auxiliary member, you are not allowed to touch any of their equipment.

PASSING OFF OF MUSIC/WORK FOR THE FIELD SHOW

1. Officers and section leaders must pass off to the band directors or camp staff.
2. Section Leaders must pass off everyone in their section first and they may then assist other section leaders within their brass, woodwind, or percussion family. Pass-off's should be one at a time.
3. Drum Majors are allowed to pass-off the band officers or section leaders.

FOOTBALL SEASON

Marching practice will be at PHS. The full band will practice on Tuesday's and Thursday's from 4-6:30pm. The Drum Line/Pit will also practice on Monday's time TBA. Guard rehearsal time will be announced.

Students with excessive absences may be suspended from performance. Decision as to length of suspension and/or disciplinary action will be determined by the director according to circumstances.

Students who are tardy will get laps immediately upon returning to practice. Full band rehearsal time can be used at the discretion of the director to pass-off music. **All section leaders will pass off to the band director on the first day of camp.** Section leaders who do not pass off cannot listen to people to check them off. A time prior to check-offs for the section will be set for the section leaders to check off.

All students who travel with the band must have medical authorization forms designating necessary information should medical treatment be necessary.

Upon arrival to the band room before a game, students should check to make sure they have all necessary items and load their own equipment.

All instrumentalists are required to wear band pants and band t-shirt while on the bus. In case of bad weather, the students should be equipped with ponchos. Long-sleeve undershirts may be worn as long as they are black, green or white and fit completely underneath the uniform, out of sight. Before covering your uniform with a jacket or coat, take preliminary precautions for cold weather (for instance, thermal underwear or sweatpants/sweatshirt.) **Borrowing parts in order to pass inspection is considered to be failing inspection and no third quarter break will be granted.**

Bus captains will be appointed at the beginning of the season by the band director and the head chaperone.

After arriving at a game, the loading crew will exit bus and unload the truck. Students will exit the bus in full uniform and line up to file into the stadium. Students are expected to carry their own belongings in an approved bag.

Everyone is to remain in their section and to follow the instructions of those in charge. Precautions need to be taken to see that instruments are taken care of. Section leaders should appoint someone to handle placement of instrument cases. The band will be seated in a block. **NON-BAND MEMBERS WILL NOT BE ALLOWED IN THE BAND SECTION.** Chaperones will be near the band section should they be needed.

Unless otherwise directed, 3rd quarter will be given to the band for a drink break. This is the only time that the consumption of food and drink is allowed at the game. Chaperones will start rounding up the students with two minutes left in the 3rd quarter. All students are to be back in their seats ready to play when the buzzer sounds at the end of the 3rd quarter. Please do all you can to have all food and drinks finished before 4th quarter. We understand various situations will prevent you from finishing all of your food; do it quickly and don't mess up your uniform.

Students who are late reporting to the band room prior to the departure, or who are late returning from the 3rd quarter break will not be allowed to have a 3rd quarter break at the next game. Students who miss the third quarter break

are allowed to have food or drinks brought to him, but the point of missing is to sit and be silent.

After the game, the band will be dismissed according to location, whether it is home or away. All percussion and low brass should assist in the loading of equipment at this time. **If a student wishes to return home after a game with his/her family, he/she must present a written statement or email to the director by the end of the Thursday rehearsal. These students are required to check out with the designated Chaperone before leaving. The person with whom they are riding should meet the student at the buses. Failure to comply with these guidelines will result in the student's losing the privilege of being able to go home other than by bus. (see section "Band Trips") The person you go home with must be an adult or a guardian acceptable to the directors.**

FIELD RULES

- 1. Do not move or talk at attention. You are to be at attention unless otherwise notified.**
- 2. Do not sit down when at ease unless told you can do so.**
- 3. Do not be disrespectful and do not have a cell phone out at practice.**
- 4. Do not talk while band director, drum major or section leader is talking.**
- 5. Make sure all needed materials are present at the beginning of rehearsal (lyre, flip folder, correct shoes, socks and music). A hat is strongly encouraged to have and a water bottle also. The absence of any required item will result in a lap.**
- 6. Coordinate cards MUST be worn correctly. This means no folding them, tucking them into pants or defacing them in any other way. Destruction of coordinate cards will result in laps and/or missing third quarter break.**
- 7. Dark clothing should NEVER be worn at camp or any marching band function that is outside. Inappropriate clothing will be determined by the directors (i.e. Black shirts, dark brown, blue, gray shirts, dark, heavy pants with 15 pockets and chains on them, anything we feel may be detrimental to your health and safety.) Penalties for breaking Number 7 include: First offense: warning, Second offense: laps after practice. *The only excused shirt that can be a dark color is any type of dry-fit shirt due to the qualities and features of those garments. It is still preferred to have no dark clothing on the field.***
- 8. Officers that do not have their drill charts provided to them by the band director will have one lap to run per offense. The secretary or drum majors will check for this daily.**
- 9. If you fail to have YOUR instrument or equipment, you will automatically lose third quarter break.**
- 10. If you have a broken lyre or flip folder, you have one rehearsal from the time it is determined that it is broken to have it fixed or replaced without penalty.**

Failure to comply with these rules or any other policy in this handbook could result in the student being suspended or removed from the Band Program, depending on the severity of the situation.

The Band Directors are charged with the responsibility of reviewing each situation carefully and considering how each situation will affect the future and total Band Program in Pickens High School.

PENALTIES FOR IRRESPONSIBILITY

1. If a student lacks any part of his uniform or equipment at the time of inspection, the first offense will result in the loss of his third quarter break. After the second offense, the student will lose the third quarter break for the rest of the season. If student needs any part of the uniform, he should see a chaperone at least thirty minutes prior to inspection. Gloves, socks may be bought, and hats, coats, etc. may be borrowed; however, the student who borrows items must still lose their third quarter break (with the exception of those who buy gloves/wristbands/socks in advance of the deadline time).
2. If a student is improperly dressed while required to be in full or partial uniform, they will lose third quarter break.
3. If a student leaves any part of his uniform or equipment unattended after a game, performance, trip, or other event, he/she will be given laps at the next practice.
4. Lost items must be replaced so the cost of the new item will be assessed.

LOSS OF THIRD QUARTER BREAK

If a student is punished for any infraction of the handbook by the loss of third quarter break, the punishment will be carried out thusly:

1. The student will remain in the stands during the third quarter of the football game and not go to the concession stand. All students will sit near the front of the band set near the director. Talking to others will not be permitted and students should have their flip folder with them to review music.
2. Students serving for a loss of third quarter break may have other students or parents bring them food and drink from the concession stand. Bathroom breaks will be allowed as well. After refreshments are delivered, students should be left alone. Missing the break is not a time to socialize.
3. No cell phones or other electronic devices are allowed during this time. Read and review your music in your flip folder.
4. Failure to serve for loss of third quarter break will result in the loss of third quarter breaks for the rest of the season and a conference with the directors about the students' future in the band program.

ATTENDANCE POLICIES

If you are tardy, call ahead if possible and advise that you are going to be late. The band number is 706-253-1800, ext, 545. Mr. Oubre's cell phone number, **FOR EMERGENCIES ONLY**, is **770-262-1672**. Upon arrival, go immediately to the rehearsal and sign in with the band secretary or your section leader. Be prepared to give the reason for your tardy.

To leave the rehearsal early a written statement should be presented to and approved by the director before rehearsal begins. Punishment for tardies to marching rehearsal will be:

1. **For the first unexcused tardy, laps will be assigned. One lap for the first five minutes late, two laps per five-minute increment late thereafter.**
2. For the second tardy, laps will be assigned and loss of letter.
3. For the third tardy, laps will be assigned and loss of letter with absolutely no making it up.
4. On the occasion of the fourth tardy, the student will be required to meet with directors and a parent may be involved as well.

Lap punishments must be completed after the rehearsal they were given, unless the laps exceed 2. Section leaders will stay after rehearsals to count the laps and to report to the Secretary.

Excuses for absences include personal illness and death in the family. If you feel that your absence should be excused, and is not one of the previously stated reasons, see the directors. They will consider each individual's circumstances and respond with rationale if he is unable to excuse the absence. **All excuses for missed marching band events must be turned in by the Christmas Parade.** We do not share attendance records with the school. An excuse to the clinic will not make it to the band.

Color Guard, Majorette and percussion practices will be treated the same as normal band rehearsals. The section leaders will track this for continuity. The pit percussion should be at school a minimum of 30 minutes before any scheduled rehearsal or performance for loading.

CONDUCT IN THE STANDS-HOME AND AWAY GAMES

1. Stay in your sections. **DO NOT** move around the band set. This causes problems with playing and broken instruments.
2. You are a member of the band. Do not do things that bring attention to you as an individual.
3. No visitors in the band set.
4. Play only as directed by the Drum Majors/Directors/Drum Captain.
5. Be attentive and follow instructions of Drum Majors/Directors.
6. Play only your written part.
7. Playing in the stands is considered part of the performance. Everyone is expected to participate fully. Anything the band is doing in terms of dancing and support should be done by all. **All students WILL STAND during the game if they have an instrument.**
8. Cell phones should not interfere with ANY aspect of performance, including the stands.

INSPECTIONS ON FRIDAY NIGHT GAMES AND CONTESTS

1. Failing inspection on Friday night or Contests will result in loss of 3rd quarter for the first offense.
2. The second occasion of failing inspection will result in the loss of your band letter for the year.

III. Band Officers and Offices

Leadership (This isn't just for the elected and appointed leaders- it is for everyone)

"Leadership is not something you do, leadership is something you are. Leadership is doing what needs to be done, when it needs to be done, whether we want to do it or not, without anybody asking." ---Dr. Tim Lautzenheiser

THE BAND COUNCIL (Student Leadership Team)

The band council is comprised of the Senior Band Captain, the Junior Band Captain, Drum Major, Assistant Drum Major, Secretary, Property Officer, Librarians, Section leaders, Uniform Officer, Publicity Officer, and Freshman Representative.

*****All officers are finalized by the Band Director. If the need arises to have a new election or re-appointment of duties of any officer or section leader, that is the prerogative and charge of the band director. Every office is up re-election every year should the need arise.*****

1. SENIOR BAND CAPTAIN - The Senior Band Captain is the highest-ranking officer of the overall band program and should be an outstanding member of the class.

DUTIES:

1. Helps maintain discipline in the band room and on the field. Be vocal and jump in to help as needed, even outside of your normal section.
2. Verifies that other officers are meeting their responsibilities.
3. The Senior Band Captain is able to listen to pass-off's for anyone in their instrument family (brass player can hear all brass, etc.)
4. Direct and assist in loading of the trailers by establishing a work crew and supervising it with the help of the booster parent in charge.
5. **Assists Directors in organizational and administrative tasks, like chairs and stands in the band room, straightening up any band area, checking for water bottles, etc.**

2. JUNIOR BAND CAPTAIN - The Junior Band Captain is the second highest-ranking officer of the band.

DUTIES:

1. In charge of Big and Little Siblings organization.
2. Coordinate bringing water to the field with all section leaders- set up a schedule and join in to make sure it is there for every for rehearsal. Establish days to help with section leaders and follow through to make sure it gets done.
3. The Junior Band Captain is able to listen to pass-off's for anyone in their instrument family (brass player can hear all brass, etc.)
4. Direct and assist in loading of the trailers by establishing a work crew and supervising it with the help of the booster parent in charge.
5. **Assists directors in organizational and administrative tasks, like chairs and stands in the band room, straightening up any band area, checking for water bottles, etc.**

3. DRUM MAJORS

DUTIES:

1. Assists in the teaching of basic marching fundamentals.
2. Performs the playing warm-up routine with the band at the beginning of rehearsal. Must be able to step-in for band director if needed.
3. Setting up sound system for rehearsal before and after practices.
4. Assists in maintaining good discipline in the band. Remember, they look to you for guidance. Be vocal, be active and be involved.
5. Disseminates information among section Team leaders. Works closely with Band Captain and Co-Captain; cooperating with responsibilities that overlap.
6. Assigns all officers and section leaders to their band room clean up duties after each marching band event and follows up to make sure it was done.
7. Responsible for setting up all podiums for each performance or practice. Other section leaders may help.
8. Maintains a daily schedule for marching band rehearsals on the tripod white board in the band room.
9. **Assists directors in organizational and administrative tasks and 3rd quarter break supervision. Assist the director in organizational items, like chairs and stands in the band room, straightening up any band area, checking for water bottles, copying when needed, etc.**

4. SECRETARY

DUTIES:

1. The secretary is responsible for all attendance and record keeping through Charms.
2. Must have a roll to check attendance from at every band rehearsal or event.
3. Is available to assist in the band office by fulfilling these responsibilities before and after rehearsals and performances.
4. Must meet with the director to update the records in the computer or do so at home via Charms.
5. **Assists directors in organizational and administrative tasks, like chairs and stands in the band room, straightening up any band area, checking for water bottles, etc.**

5. LIBRARIAN

DUTIES:

1. Helps with issuing and copying of all music.
2. Maintains a clean and orderly copy room, all day, every day.
3. Sees that all music is filed in good order.
4. All copying that needs to be done must be done in a timely manner. Assign others to help as needed.
5. **Assists directors in organizational and administrative tasks, like chairs and stands in the band room, straightening up any band area, checking for water bottles, etc.**

6. SECTION LEADERS – They are chosen by the band director.

DUTIES:

1. They are responsible for their particular section during marching season.
2. Help teach and pass-off individuals with their parts.
3. Check off parts for their section during marching season and turn those in to the secretary if missing.
4. Supervises uniform issuing and collection before and after games.
5. Responsible for overall attitude and contribution of their section to the marching band.
6. Section leaders check uniform bags as specified by the directors or uniform officer. They will also turn in a list of infractions to the uniform officer.
7. Responsible for designing a section t-shirt if the section wants one. They also collect all the money and order the shirts on their own. This is not a band director responsibility.
8. Remediation sessions are the responsibility of section leaders and highly encouraged.
9. Section leaders will remind their sections to stay after each game in order to make sure all uniforms are inspected and hung properly before any of the section members may leave.
10. **Assists directors in organizational and administrative tasks, like chairs and stands in the band room, straightening up any band area, checking for water bottles, etc.**
11. **Assists with the concession stand set-up by helping load waters, bring food, gather ice, or any duty needed to be done by the booster club parents.**
12. *****Pit Captain:** in addition to the above duties, the pit captain is also responsible for making sure all equipment is brought to and returns from the field in a timely manner to be ready at the start of the rehearsals, games, etc. When returned to the band room, all equipment must be organized according to the needs of the band director (either in band class set or up against the wall for storage). All doors that lead outside must be re-barred and secured, with the screws in place. All loose music, parts, etc. must be picked up and stored properly in its correct place. It is the pit captain's responsibility to make sure the entire section assists in the movement of all equipment. The pit captain must stay until all equipment is in its correct place.
13. *****Drum Captain:** in addition to the above duties 1-12, the drum captain is also responsible for making sure the Drum room is kept clean and orderly. It is not their responsibility to clean it up, but it is their responsibility to make sure the other drum line members know to keep it maintained properly. This includes all bass drum stands, tenor stands, etc. and any other equipment used by the drum line in an indoor rehearsal. All stands **MUST** be put back in the drum room and stored in its proper place.

*****We will have these positions as needed, determined by the band director and staff.**

7. FRESHMAN REPRESENTATIVE

1. Must set up visiting bands bleachers and the PHS Band bleachers prior to all home football games.
2. Places row signs and water bottles for our band and visiting bands.
3. Reserves seats for and greets the visiting band if needed.
4. Works closely with all officers by assisting with ropes, sound system, or any logistical needs.
5. Setting up rope boundaries on the marching band field before and after practices.
6. **Assists directors in organizational and administrative tasks, like chairs and stands in the band room, straightening up any band area, checking for water bottles, etc.**

8. UNIFORM OFFICER- The uniform officer is responsible for issuing and maintaining inventory of all band uniforms. This person works closely with the band directors and the uniform officer for the band booster club. **Assists directors in organizational and administrative tasks, like chairs and stands in the band room, straightening up any band area, checking for water bottles, etc.**

9. PUBLICITY OFFICER- The publicity officer will be responsible for taking pictures at every band event, maintaining memorabilia for the band banquet and video, posting signs about upcoming band events and concerts, and any other work deemed to fall under this category. The old and new publicity (since leadership changes mid-year) officers are responsible for the banquet video of the current year. **Assists directors in organizational and administrative tasks, like chairs and stands in the band room, straightening up any band area, checking for water bottles, etc.**

10. BUS CAPTAINS - The bus captain and lead chaperone are responsible for checking attendance after each loading of his bus and reporting to the Head Chaperone all absences. **Supervises cleaning of the bus at end of the trip.** Reinforces the bus travel rules and maintains discipline on the bus. The captains will be chosen at the discretion of the head chaperone and band director.

GUARD POSITIONS- ****We will have this position as needed, determined by the band director and staff.*

1. CAPTAIN - This position is auditioned and may be re-auditioned at the discretion of the directors.

DUTIES:

1. Assists in teaching of drill.
2. Keeps up with guard attendance.
3. In charge of seeing that guard property is loaded.
4. In charge of inventory property at all times during the season.
5. Serves as a band officer.
6. **Assists directors in organizational and administrative tasks, like chairs and stands in the band room, straightening up any band area, checking for water bottles, etc.**

LEADERSHIP POSITION SELECTION:

In the Fall of the school year, leadership applications will go out for the band membership. The applicant must follow all instructions on the application, including any necessary essays or assignments and turn them in on time.

The band director will review the applications and interview all candidates for Senior Band Captain, Junior Band Captain, Drum Majors and Section Leaders during class time, before school or after school. Some candidates are voted on by the students of the band.

The band director has the final say in the selection of the candidates. Failure to abide by his decision is unacceptable. It's okay to be disappointed if you are not chosen, but it is not okay to be rude about it. The director picks the best candidate for the position and for the good of the band.

If a suitable candidate is not yet available, the band director has the ability to postpone the selection of any officer or section leader until a later time. The band director may keep the original applications or require new applications to be submitted in this case.

IV. AWARDS AND RECOGNITIONS

AWARDS

Band awards will be given each spring at the end of the school year. To be eligible to receive an award, the band member must have met the criterion for that particular award. Any or all of these awards may be presented.

John Phillip Sousa - Senior, voted on by the seniors. Considered by them to have made the greatest contribution to the Pickens High School Band over the past four years.

Patrick Gilmore Award - Outstanding Band Musician as determined by the Director.

Louis Armstrong Jazz Award- awarded to the most outstanding jazz musician, voted by Jazz band members.

Quincy Jones Musicianship Award- awarded by the director to the person who contributes in many ways to the organization.

Most Improved - One for each subsection (ww, brass, percussion) each performing concert and marching organization. Determined by the Directors.

Most Outstanding- One from each performing concert and marching organization and subsection (woodwind, brass and percussion) Determined by the Directors.

National Marching Band Award – Awarded to the strongest marcher of the year, with special attention given to ability, both playing and marching, and leadership on the field.

Semper Fidelis Award- criteria determined by the Marine Corps.

The Leonard Bernstein Musicianship Award- awarded for contributions, dedication and creativity.

Arion Award - Awarded to the senior with the highest academic grade point average.

Class Awards – Criteria specific to each grade level.

Master Musician Award- an award given to a student who completes a required list of music-related tasks.

The National School Color Guard Award- picked by the color guard sponsor(s) or Director.

Most Improved Color Guard Member - picked by the color guard sponsor(s) or Director.

Outstanding Winterguard Member- picked by the color guard sponsor(s) or Director.

Most Improved Winterguard Member- picked by the color guard sponsor(s) or Director.

Stephen Brian Ledford Memorial Award- awarded by the band director.

Anna Jean Cline Memorial Award- awarded by the band director.

WALL OF FAME

Individuals who distinguish themselves in band by making All-State or Governors Honors will be honored by having their picture and a listing of their band accomplishments hung on the Wall of Fame. This will take place after the student has graduated. It is possible that other prestigious awards/accomplishments may be achieved by seniors. At the discretion of the directors, this event may warrant the inclusion on the Wall of Fame.

BAND LETTERS

In order for a student to earn a band letter, they must meet the following requirements:

1. Be in Marching Band and in BOTH semesters of band classes, meeting the criteria of the band.
2. Have no more than three excused absences. Additional absences will involve a conference the parents. Extenuating circumstances and acceptance of excuses will be at the director's discretion. **Have no unexcused absences. Have no more than one unexcused tardy.**
3. Miss no marching performances. This absence must be excused by the following guidelines: personal illness, accidents, acts of nature or death in the family, and/or approved family commitments.
4. Pass off music/routine by **given deadline.**
5. Discipline record will be reviewed by the band directors.
6. All marching band excuses should be turned in to the secretary by the Christmas Parade.
7. Missing third quarter break for the second time due to a failed inspection will result in letter loss.
- 8. Members of the marching band who cannot complete requirements due to excusable reasons may be given additional work to do that will allow them to earn a marching band letter. See Mr. Oubre to discuss this before the end of the season should the need arise.**

NOTE: Marching season ends with the Jasper Christmas Parade held in December. Notice will be given in the Spring as to whether or not a letter was won or lost.

BAND/GUARD JACKETS

The following rules are in effect for the 2018-2019 school year:

To be able to purchase a band jacket a student must meet the following requirements:

- You are able to purchase the jacket after earning a letter at least one year. Therefore, if you letter your freshman year, you may purchase your jacket as early as your sophomore year.
- Each year that a student letters, they will be given a gold service bar to serve as proof of each year of service. By the time they graduate, they will have four service bars if they marched for four years.
- The actual letter will be awarded to you upon achieving letterman status. The factory will also put one on your jacket.
- Transfer students from another school must provide evidence of continuous membership in good standing from other bands.
- All patches, etc. are the financial responsibility of the student who orders them.
- Lost bars will have to be paid for at a cost of \$2.00 each.

GRADUATION CORDS

Graduation cords (Black/Green) are awarded to Seniors who have a great record of time in the PHS Band, as determined by the band director.

V. BAND TRIPS

A. Parents - please discuss with your child the need for following the instructions of the chaperones. Help them realize the responsibilities that are being placed on the chaperones. We hope that they will realize these parents are accepting responsibility for them and are giving freely to them their time and energy in order that they may take the trip.

B. A sign-up sheet will be posted when trips are planned. Students may choose their bus as long as their behavior is reasonable.

C. Adult chaperones will be on each bus and no changes in buses will be allowed after the sign-up sheets are completed.

D. Be early! **ON TIME IS LATE!!!!**

E. Buses are to be treated with care and all trash is to be placed in the trash can. Keep the bus clean. Officers and section leaders will clean the bus. The bus captain is responsible for seeing that the buses are clean at the end of the trip. **NO OPEN TOP DRINK CONTAINERS**- this includes lids from restaurants. Only screw-type lids!

F. Special care should be taken to see that all personal and school property is properly cared for:

- Pack instruments for travel carefully. Instruments in cases are not damage proof.
- Hang uniforms neatly on sturdy hangers or in garment bags when not in use.
- **Place an identification tag on all school and personal items.**

G. Students will be given as much free time as is consistent with the educational intent of the trip. Students must return at the appointed time. No one is to leave the group formation for any reason whatsoever until properly dismissed by the director.

H. Only exemplary conduct will be acceptable from the Pride Band. Members must be on their best behavior at all times. Confrontations with students should be avoided it at all possible. Any problem should be addressed to the head chaperone immediately and as privately as possible. The least amount of action necessary should be used to resolve any problem. The head chaperone will report any problems to the band director. Physical contact with students should be used only as a safety measure. **Discipline of a physical nature will not be allowed.**

Chaperones, remember that if the students are treated with respect, they will be more likely to return the same respect to you!

I. **ALCOHOL AND DRUG POLICIES (NO TOLERANCE POLICY):** while on the bus, in uniform, or representing the band in any way, there will be **NO** alcoholic beverages or use or possession of non-prescription drugs (as per the Georgia Law). If a band member is determined to be in violation of this prior to, during, or after any school activity, the student will be considered to be in violation of this policy as well. Also, students will be subject to disciplinary action by the school administration as outlined in the PHS Discipline Procedures booklet. **Violation of this policy will result in the expulsion from the band, and legal action may be required as stated in the Georgia Law. Chaperones should refrain from using tobacco products as well. NO one will be allowed to chaperone if they have consumed or smell of alcoholic beverages or if they have the appearance of being under any drug.**

J. Private cars will not be used. All members are expected to use the buses provided. Any exception must be pre-approved by the Directors.

K. When the need arises, students who do not have other responsibilities may return from band trip other than by bus if the following procedures are followed:

1. If students are to return home other than on the bus from an away football game, a written notice must be given to the band director by the Thursday prior to departure time. The note should include identification of parties responsible for student and phone number of parent giving written permission for phone confirmation. Unusual circumstances may develop that make it necessary for the director to use his authority to disregard the written permission and require that the student return with the band or not grant permission to ride home with the band inside the two-day limit.

2. A parent can request permission for his/her child to ride back with him/her at any time after a performance should an emergency or unforeseen circumstances exist. When possible, a written note requesting permission is expected 24 hours in advance.

3. After a performance, students must check out with the head chaperone in front of the first bus before leaving. The person picking them up should be present at the time.

L. All students will remain seated while bus is moving. The noise level will be governed by the driver and chaperones on the bus. All chants, language, and other communications are expected to be appropriate for high school students. All body parts and debris should remain in the bus.

M. All portable music devices must be used with headphones only.

N. **No singing allowed on the bus other than the Alma Mater upon arrival at PHS.**

O. **No spraying of any aerosol item on the bus.**

P. **Any student left at the school after 30 minutes of game completion or arrival back at school will be taken to the Jasper Police Department for safekeeping.**

BAND CHAPERONES' DUTIES AND RESPONSIBILITIES

AWAY GAMES

1. Report to the chaperone chairperson in the Band Room 30 minutes before departure time.
2. After reporting to the chairperson in the band room, meet to receive assignments, updates or hand-outs. All Chaperones should wear a PHS Band Chaperone Badge while on duty as a chaperone. All badges should be returned to the Head Chaperone at the end of each event.
3. A bus will be assigned and a list of students riding that bus will be provided. Each bus will have a backpack which contains the bus list, first aid kit, trash bag, and wash cloths.
 - A. Each bus will have a Bus Captain (student) and a Lead Chaperone who will call roll and is responsible for reporting to the Head Chaperone or a Director that all students are accounted for. (Students are not permitted to change buses.) When riding the buses, the Lead Chaperone and Bus Captain will need to take roll each time the students board the bus. Please carefully check each student on the list, as we do not want to arrive at our destination missing students.
4. A Head Chaperone will be designated who will be responsible for:
 - A. Medical authorizations and Insurance information- every trip!
5. Other Chaperones will be designated to assist with the following:
 - A. Equipment- generally, the male chaperones.
 - B. Concession stand area
 - C. Rest Room area - supervision, if needed.
6. All Chaperones will be responsible for supervising Band students and assisting the Band whenever possible. They will be expected to stay in the Band area at all times unless other arrangements are made. When you are a chaperone, your undivided attention should be on the band students and you should accompany them wherever they go. You should not spend your time visiting to the point of ignoring your duties as a chaperone. It is not just a free trip to watch the game. Students will be required to travel in a group of at least two at all times. Please help enforce this for the safety of all Band Students. Please, if you see something that needs to be done, **do not hesitate to jump in and help get it done**. If you are not sure, check with the Head Chaperone. *It is at the discretion of the band director as to whether siblings and other family members should be allowed to ride a school bus to a game or band activity.*
7. On the bus:
 - A. Chaperones are requested to sit throughout the bus.
 - B. Standard safety procedures are in effect while a bus is moving:
 - (1) No body parts out of window.
 - (2) No changing of seats or moving around while bus is in motion.
 - (3) No throwing of objects.
 - (4) No shouting or other unacceptable behavior.
 - (5) Radio policy - radio/CD's/MP3 players may be used with headsets only.
 - C. The consumption of food or drink on the bus is at the discretion of the driver.
 - D. Bus drivers are not responsible for supervising students.
8. At the Stadium:
 - A. Stay with the band.
 - B. Help unload equipment and assist the Band in getting to the stands.
 - C. Students will be expected to carry all pocketbooks, blankets, etc., in a band backpack so that chaperones will not be involved.
 - D. Sit with the Band - around its perimeters.
 - E. Help carry equipment on and off the field for the half-time performance.
 - F. While the Band is on the field at half-time or away from the stands at third quarter break, some chaperones should remain in the stands to watch belongings, instruments, etc.
9. 3rd Quarter Break:
 - A. There will be assignments for:
 - (1) Remaining in the stands to watch personal belongings, instruments, etc.
 - (2) Being near concession stands.
 - (3) Being near rest rooms and assisting the Auxiliary with their changing.(if needed)
10. After the Game:
 - A. Help with reloading of equipment.
 - B. Help pick up all garbage in the stands.Some chaperones should eat first and then return to the buses. Some will eat last and supervise the last of the students. (Students will be expected to follow instruction regarding boarding the buses after they finish eating and to clean their eating area as they leave.)
11. Back Home:
 - A. Chaperones and Bus Captain should supervise the students cleaning up their buses before leaving.
 - B. Assist in unloading of equipment and instruments.

- C. Some chaperones may need to stay at the Band Room until all students have been picked up.
- D. Parents are expected to be available soon after the Band's arrival. An estimated arrival time is always given and emergency delays will be telephoned to each parent. All students should be picked up no later than 30 minutes after arrival. Any longer than this is discourteous to any of those chaperones who have to remain until all students have left. Any exception to this policy will be announced before a trip.
- E. Any student not picked up thirty minutes after arrival will be taken to the police station.

HOME GAME DUTIES

All Duties and Responsibilities for away games also applies to Home Games

1. The Head Chaperone will be in charge of all Medical Forms and a designated Chaperone will be in charge of the First Aid Kid.
2. Chaperones will be expected to police the Band Section before the game.
 - A. Check for broken glass, etc.
 - B. Sweep area if needed.
3. Chaperones should stay around the Band area.
4. While the Band is away from the Band section (before the game, half-time, 3rd quarter break), remain in the stands and watch belongings, instruments, etc.
5. Assist the band where needed.

Chaperoning is not all hard work - IT IS ALSO FUN!!! Please let us know if it ever stops being fun to you.

We want all of our Boosters to enjoy it, too! Chaperones are essential to the Pride of Pickens Band. They are responsible for supervising the behavior of the Band Students and taking those actions necessary to ensure the safety and comfort of everyone participating in any Band activity. The Pride of Pickens Band students are among the most mature students at PHS, and they give up a great deal to be a part of the Band. The Director strongly encourages them to enjoy the Band experience, and understand that they will sometimes be loud. The measure of how much is too much lies not in a Chaperone's own preference, but rather in what is appropriate for the given situation. If we all work together, we can have a lot of fun with few problems.

**THANKS TO ALL OF OUR WONDERFUL CHAPERONE VOLUNTEERS
FOR ALL OF THEIR HARD WORK AND DEDICATION THROUGHOUT
THE ENTIRE SCHOOL YEAR!!!!**

TRAVEL RULES FOR BIG TRIPS

Chaperone Information:

1. The chaperone is an extension of the band director and should be shown the respect and cooperation that you would show the band directors.
2. It is the chaperones' duty to take care of the well-being of the band.
3. It is the chaperones' duty to uphold all rules, regulations, and policies of the band.
4. Chaperones will always report any situation that conflicts with the rules, regulations, and policies to the band director.
5. Chaperones will always bring serious situations immediately to the directors' attention.
6. Chaperones are volunteers to help you. **Help them by giving your full cooperation.**
7. Chaperones are on the trip to assist the band directors and students. At no time should a chaperone ask to alter the schedule or plans for their own gain or enjoyment.

Buses

1. Students are responsible for their own luggage and equipment/instrument. They must see that they are removed from the buses and put in the proper place each time we unload.
2. Bus loaders will supervise loading and unloading bus luggage bins.
3. Luggage limit: one large luggage, one carry-on, school uniform and instrument. NOTE: all luggage and instruments must be properly tagged with I.D. and Bus Number
4. Uniforms need to be in a travel bag with your name on the outside of bag.
5. Snacks may be carried, but no trash may be left on the bus.
6. No MP3 players will be allowed on buses except with earphones.
7. Students are to remain seated while bus is in motion.
8. Upon arrival to destination, students must remain seated unless dismissed by the chaperones or directors.

Rooms

1. No sound systems without headphones.
2. Do not leave valuables/money in the rooms. Neither the hotel, school nor band is responsible for theft or lost articles.
3. Room captains will pick up and return keys upon check in/out. Students are responsible for lost key charges and should contact a chaperone to get a replacement key.
4. There should be no mixed (male/female) company in any room at any time.
5. No one should leave the motel without the group on scheduled tours/activities.
6. Room checks will be made by the chaperones each night. All room members must be visibly present.
7. No one should be out of their room after curfew.
8. Curfew will be strictly enforced. Do not leave your room for any reason until 30 minutes before breakfast. Anyone breaking curfew will be sent home.
9. Furniture and fixtures are to be checked immediately after arriving to be sure nothing is damaged. Students will pay for anything damaged after the final room check.
10. You are required to go and return by the provided transportation.
11. When free time is allotted by the directors, travel in groups.
12. Your chaperone must always know where you are.
13. Be considerate of others in the hotel. If we get complaints from others, it will be addressed harshly.
14. When swimming, don't drown.
15. All other school rules and regulations are in effect including the dress code.
16. Students who break rules, regulations, or policies are subject to be sent home at their parents' expense. In instances where school rules are broken, school officials may take further disciplinary action.
17. All clothes worn should be neat and decent. If in doubt, ask Mr. Oubre. Be prepared to change at their request.

Things to remember:

1. Follow all policies and guidelines of the band and school and a good time will be had by all. Reread the handbook regarding travel rules.
2. Be where you are supposed to be when you are supposed to be there.
3. Meet your bus drivers and chaperones. They are an important part of the trip.
4. Be considerate to other hotel guests.
5. Keep your cash and debit cards with you at all times. Be safe.
6. If you have a problem, tell a chaperone. They will be glad to assist you. We will have a first aid kit. Make sure your medical/insurance forms are on file, and that all the information is current.
7. Smoking, possession of drugs, alcohol, or tobacco or use of the same, indecent actions, stealing, vandalism, public display of affection, and not following instructions are all grounds to be sent home at your parents' expense.
8. When worn, the uniform will be worn in full, unless otherwise instructed. When changing clothes is permitted after

performing, it must be a complete change. Students will not wear a partial uniform. (Exception: band T-shirt.)

9. Uniform inspections by the directors, section leaders, or chaperones may be conducted before each performance. All parts of the uniform will be checked.

10. An itinerary should be kept by every person. A picture of one on your phone will suffice.

11. The directors will make all final decisions in all situations concerning discipline, behavior, or procedures.

VI. CONCERT, SYMPHONIC, BASKETBALL BANDS AND PERCUSSION ENSEMBLE

FORMAL UNIFORMS

The Pickens Bands has adopted formal wear for our concert programs. A fundraiser will be held each fall to assist with the purchase of concert clothing. Below are the guidelines for our formal uniform program.

HOW TO WEAR YOUR FORMAL UNIFORM for the PHS BANDS

As of the Fall of 2015, the Pickens High School bands have adopted tuxedos and formal dresses for our concert attire. At the beginning of each school year, we will have a fundraiser for students needing to purchase our concert outfits. We are very excited about this new addition to our group. As we play more in larger venues for events, it will make our group stand out even more than it does musically.

The full outfit consists of a tuxedo for the boys and must include black socks, white tux shirt, black tux pants, black tux jacket, cummerbund, studs, cufflinks, and bowtie. Black shoes may also be purchased, but black dress shoes will work fine as well. Black marching shoes are not suggested, but will work until better shoes may be obtained. Men should wear a plain, white undershirt with the white tux shirt. This is a common practice for all dress shirts. No logos should be visible through the tux shirt. Any necklaces should be worn under the shirt and jewelry for the hands should be kept to a minimum- no bracelets are allowed. Hair should be neat and brushed. Hair color must adhere to band dress code policy- it must be a natural hair color.

The girls' outfits consist of a black concert dress that was chosen by the leadership of the band and chorus. We have already been fitted for these and they have been ordered. The girls' will need to have their dress hemmed and it should be to floor length. Be sure to bring your dress shoes with you when you get it hemmed! Girls' shoes can be open-toed as long as they have elevated heels. Any dress shoes that look like bedroom slippers should not be worn. Extremely high heels should not be worn. They must be black dress shoes and they must meet director approval. If you are not sure, bring them and show them to the director. Jewelry should be tasteful and kept to a minimum. A simple pearl necklace, gold necklace or silver necklace will be fine. A small broach is acceptable as well if it is approved by the director and is not distracting. Hair should be neat and brushed. Nail polish should be clear or French manicure only. Any make-up worn should be simple and tasteful. Hair color must adhere to band dress code policy- it must be a natural hair color.

Some good alteration sources near Jasper include:

Jasper Discount Cleaners: Address: 55 Burnt Mountain Rd # B, Jasper, GA 30143 (By the old Piggly Wiggly)
Phone:(706) 253-0164

Myrtle Duckett: 706-692-5397

CONCERT SEASON

The bands will not have extra rehearsals every week throughout the season, but will be given a schedule well in advance of practices. Attendance is required; however, other arrangements can be made if legitimate reasons for absences exist. Concert season includes the following activities: Fall Concert, Holiday Concert, pre-festival Concert, Festival (Large Group Performance Evaluations), Spring Concert, Percussion Ensemble, Wind Ensemble, School Pep Rallies, Basketball Band, Jazz Band, and Graduation and other possible invitational opportunities. **Scheduled, after-school rehearsals are part of the band grade and must be attended.**

GRADING IN THE CLASSROOM

Band grades will be based on individual knowledge and performance through assigned materials relating to the instruction and performance of instrumental music. Assignments will be made based on the class's level of proficiency and individual needs. The class syllabus is the final word on all classroom instructions and grading policies. **YOU WILL NOT RECEIVE AN "A" UNLESS YOU EARN IT.**

Good use of practice time will help a band member's grade. Parents are encouraged to consult the director at any time in regard to the band grade and their student's progress in the band. Close contact between parents and directors will aid all parties in understanding and solving any problems. Students whose parents show concern and support invariably show higher levels of achievement.

Members of all performing groups that are graded must attend all major performances or be excused by a death in the immediate family or be under a doctor's care. Exceptions to this will be considered only after a conference with parent and student, and considered as far in advance as possible of the performing date. Major performances that are extensions of the classroom will be graded. Unexcused absences cannot be made up.

BASKETBALL BAND- AS NEEDED

The Basketball Band is a group that starts in October. Selection for the group is done by the director on the basis of playing ability, sight-reading ability, past performance in band and enthusiasm for the group. There is not a set number for the group in terms of people accepted into the group. There are approximately six to eight rehearsals that are scheduled after the group is formed and then we play at almost every home basketball game and the pep rallies as well. Attendance requirements follow the same rules as marching band and absences/tardies in basketball band must have excused reasons. Doing homework, reading, chess, etc. will not be allowed during the game. Basketball ball band policy allows you to miss one game of your choosing with proper notification to the band director.

PERCUSSION ENSEMBLE- AS NEEDED

The Percussion Ensemble is a group formed of percussionists and interested doublers. Selection for the group is determined by percussion ability and generally all percussionists and pit percussionists are allowed into the group. As need allows, performers on other instruments may enter the group at the permission of the group director. There is not a set number for the group in terms of people accepted into the group. There are approximately 12 regularly-scheduled rehearsals that are scheduled after the group is formed. Performances include concerts and community events. Attendance requirements follow the same rules as marching band and absences/tardies in percussion ensemble must have excused reasons.

JAZZ BAND and JAZZ COMBO- AS NEEDED

Jazz Band will start in late Fall and early Spring. Auditions will be held during class time and students will be placed into the group. There are approximately 12 regularly-scheduled rehearsals that are scheduled after the group is formed. Performances include concerts and community events. Attendance requirements follow the same rules as marching band and absences/tardies in jazz band must have excused reasons.

MY HORN IS BROKEN! WHAT DO I DO?

If the horn is owned by the school, and was assigned to you, make a director aware of the problem. The Music and Arts and Ken Stanton repair technician visits one day per week (the day is announced in class), and can make MINOR repairs on site. Minor repairs are things like replace corks, some pads, replace a spring, pivot screws, minor soldering, string a valve for French horn, etc. Major repairs have to be taken away by the Music and Arts representative to their repair shop, and may necessitate your instrument being gone for AT LEAST a week (until the next assigned day the rep. visits Jasper), maybe MORE than a week, depending upon how busy the repair shop is.

If the horn is privately owned, you are under obligation to have it in playing condition at all times- this is a basic responsibility of all band students. If the instrument is taken to repair shop by you or your parents, see if the repair facility has a loaner instrument available. If they do not, we MAY be able to supply you with a loaner (see below). When having an instrument repaired, whether through Music and Arts or another repair center, take ALL personal effects from the case.