



ATTENDANCE POLICY

IMPORTANT: An unexcused or truant absence (see definitions below) from a rehearsal or performance may result in the removal of a student and/or change to a non-competition class.

Band is a performing organization.

There are so many potential conflicts with rehearsals and sectionals that there will be little chance for success unless a strict attendance policy is enforced.

Rehearsal Attendance

Attendance is required at all rehearsals.

During football season, marching rehearsals will be held from after school Monday through Thursday and before games on Friday, or as otherwise stated by the Band Directors. In addition sectionals may be held before or after school to prepare for Fall Semester concerts.

After football season, many sectional rehearsals or musical and/or orchestra rehearsals will be scheduled, either before or after school.

Although much advanced planning goes into our calendar, a rehearsal may be called when special circumstances dictate. Members are required to adjust schedules when this is necessary.

Performance Attendance

Attendance at all performances is required.

An unexcused absence from performance could result in a failing grade for the grading period and may (director discretion) be sufficient reason for dismissal from the performing band.

A truant (unexcused) absence from a performance will result in a failing grade for the grading period and is sufficient reason for dismissal from the performing band.

Excused Absences

Absences and tardies will be considered **excused** in the following cases:

- Medical emergency or personal injury
- Death in the immediate family
- Religious Holiday
- Other School Event where the sponsors of BOTH organizations have agreed on a schedule arrangement for the student.
- Special circumstances that are pre-approved by the Director.

In all cases, the director should be notified (by email/letter AND voice mail message) as soon as possible, preferably in advance of the absence.

Unexcused Absences or Truancy

For the most part, unexcused and truant absences are the same, but, based on circumstance will have different consequences solely at the discretion of the director. Some examples follow:

Absences and tardies will be considered **unexcused** at first, then may be excused by the director in most of the following cases:

- Any unavoidable or unforeseeable absence or tardy (car breaks down, illness severe enough to stay home but not warranting a doctor or hospital visit, etc.)
- School related activity that was NOT cleared in advance with the director.
- Special circumstances that warrant a consideration of an unexcused absence vs. a truancy.

Absences and tardies will be considered **truant** in most of the following cases:

- Any avoidable or foreseeable conflict (i.e. work schedules, birthday dinners, etc.)
- Participation in groups NOT school related (select soccer, church groups, etc.) where pre-approval of the director was not given.
- A rehearsal missed for any other reason not addressed above.

STUDENT CONDUCT

1. Students will be expected to have the proper frame of mind before, during and after rehearsals and performances. Incorrect warm-ups or boisterous behavior is inappropriate.
2. Band Students are encouraged to cultivate an attitude of good discipline during rehearsals. Talking, disturbances, and inattention show a lack of interest and respect to the band and the other students.
3. Polite and courteous behavior is a credit to the band organization, to the school, and to the parents. Loud and boisterous activity by band members in public is not in the best interest of the band and will not be tolerated.
4. PDA's (Public Display of Affection) are inappropriate in the band hall, on busses, or at official band functions.
5. Inappropriate language is unacceptable during all band functions.
6. Verbal or physical harassment of students, staff, or parents will not be tolerated in this program.
7. Any infraction of conduct, attitude, or responsibility will be dealt with in one or more of the following manners:
 - a. Conference with student
 - b. Conference with parent
 - c. Loss of performance status
 - d. Conference with administration
 - e. Expulsion from the program

Participation in the Winston Churchill Charger Band is a privilege. *The director may remove a student from the organization at ANY TIME if it is determined that the best interests of the program will be served. The director has sole discretion to remove a student from a rehearsal, performance or from the entire organization permanently with no prior notice if the director feels it is warranted.*

FIELD ETIQUETTE

I. Before and After Practice Field Procedures

Before Practice

1. Horn Maintenance: make sure it is in working order.
2. Have appropriate clothes and shoes for rehearsal (no flip-flops or sandals or skater shoes).
3. Have other necessary items, i.e. water, hat, sunglasses, and sunscreen.
4. Make sure you have your instrument and Drill Book.
5. Hydrate yourself and eat well on rehearsal days.
6. Know drill and music up to date for the day's rehearsal.
7. ALL members warm-up in groups at the appropriate time.

After Practice

1. Do not leave until you are dismissed.
2. Take pit equipment all the way to the proper place. Each section is expected to help move this equipment if asked.
3. Put away everything—this includes anything taken outside such as flip folder, water bottle, and music.
4. Brass warm down as a group with the brass caption leader or director if asked.
5. Keep up with schedule/calendar. The office phones are only to be used if absolutely necessary.
6. Make sure you are physically fit enough to participate in this organization.

II. General Field Guidelines

The Field

1. Respect rehearsal field—no cursing, spitting on or littering.
2. Do not park on any part of the field (even the edges) when a rehearsal is to be taking place.
3. Do not sit on field unless instructed to do so.
4. Once on the field, you are in rehearsal mode.
5. Set coolers and equipment in an organized place outside of the 35 yard line well away from the front or back sideline.
6. Move quickly and with purpose (jog / run) at all times.

Field Operations

1. Order of Command:
 - i. tower/building
 - ii. marching instructors/marching techs
 - iii. leadership if instructed by a director
 2. Be aware of your position at all times.
 3. Have drill book and know how and when to use it.
 4. If you do not understand the instructions, raise your hand, do not ask the person next to you.
 5. No extraneous talking on the field.
 6. During "reset," words of encouragement are allowed.
 7. Section leaders / other leadership may ask for quiet on the field.
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FIELD ETIQUETTE

III. Field Behavior

Performing

1. During performance, use correct body alignment and position.
2. When performing, project energy, confidence, and awareness.

Non-Performing

1. Individual must still have awareness and be involved.
2. Be appropriate while on the field: no cussing, do not react to distractions that might occur.
3. Have Integrity: celebrating should be done while not being directly instructed.
4. Consequences for incorrect field behavior may include physical disciplinary action as deemed by directors. Also see conduct section.

COMMUNICATION WITH OTHER BANDS OR THE COMMUNITY

1. Disrespect toward other organizations through the Internet or other means of conversing is unacceptable.
2. Inter-Band relations will remain positive—compliment and enjoy the members of other organizations at all times.
3. At contests, respect and appreciate the time and effort other bands have put forth into their program. You can always congratulate or graciously accept congratulations for the winner(s) no matter what the competitive atmosphere is or was.
4. Band members serve as representatives of Winston Churchill High School. Polite and courteous behavior is a credit to the band organization, to the school, and to the parents.
5. Rude or degrading comments made by other bands do not merit any response from a person associated with the Charger Band. Comments of a derogatory nature should be ignored.
6. Reactions should be polite when band placements are announced.

GRADES - MARCHING SEASON

WEIGHTS

Each student's average is based upon the following criteria:

- Preparation: 40%
- Technique: 30%
- Performance: 30%

PREPARATION

Each student will be given a weekly preparation grade. Over the nine week period there will be a possible 900 total points - in most cases. The following criteria will be used to determine the preparation grade:

- Each student that is on time, in place, and prepared at all rehearsals and performances events will receive a "100" for the week. This grade can be affected in the following ways:

1. Any unexcused miss will be a 100-point deduction.
 2. Any tardy will be a 20-point deduction per instance per week..
 3. Truancy / missed rehearsals may result in removal from a subsequent performance.
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GRADES - MARCHING SEASON (cont.)

TECHNIQUE

Each student will be given the opportunity to play-off their marching music to a band director. The music will be performed memorized while marking time and performing all appropriate halts, horn visuals, and step-outs. A minimum grade of 70 will be required on each piece for the student to maintain a performance position in the contest band. Each student will be given a test date in class, but may improve their grade on subsequent days by performing the piece at a higher level.

PERFORMANCE

Each student is expected to attend every performance. A missed performance with a truant or unexcused absence may result in a grade of "0" for that performance. If the reason for missing is truancy the student may be issued a grade of "0" for the entire performance grade for the entire grading period. Each ineligible student will receive the weekly preparation grade as his or her performance grade.

GRADES - CONCERT SEASON

WEIGHTS

Each student's average is based upon the following criteria:

- Preparation: 40%
- Technique: 30%
- Performance: 30%

PREPARATION

The preparation grade will consist of:

1. Attendance-Class, Sectionals, Out of School Rehearsal, Promptness
2. Materials-See "Concert Season Rules" for relevant materials

TECHNIQUE

During concert season, technique playoffs may consist of technical studies, band music, and/or solo/ensemble literature. A minimum grade of 70 will be required on each piece for each student to maintain a performance position in their concert ensemble. Each student will be given a test date in class, but may improve their grade on subsequent days by performing the piece at a higher level.

PERFORMANCE

Each student is expected to attend every performance. A missed performance with a truant or unexcused absence may result in a grade of "0" for the performance portion of the grade. Each ineligible student will receive the weekly preparation grade as his or her performance grade.

CONCERT SEASON RULES

1. Be in your seat when the tardy bell rings.
 2. Bring all required materials to class daily. This includes all music, methods, reeds, mutes, pencils, and any other relevant accessories. You should always have your measures numbered.
 3. Look at the board to see the rehearsal order, and please have your music arranged accordingly.
 4. As always food, drinks, and gum are not allowed. Bottled water with a cap may be permitted.
 5. Take care of your restroom break before class and rehearsal times.
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CARE OF EQUIPMENT AND FACILITIES

1. NO FOOD, GUM, OR DRINK ALLOWED IN THE BAND FACILITIES EXCEPT WATER.
2. Students should not enter the band offices without permission.
3. Large instrument cases are to be kept in slots during rehearsal. Other personal items must be kept out of “traffic areas” of the band hall.
4. Locker must be kept neat. Schoolbooks may be stored in these locker, if there is room and they are stacked neatly. Marching shoes, shorts, etc. may be kept in the lockers during marching season only if kept in a tote or bag.
5. If any items are left in the band hall overnight, they will be put in the designated lost and found and/or discarded.
6. Bandhall chairs and stands are not to be removed from the room unless requested or granted permission by the director.
7. The library is off limits to all band members except librarians and staff, and then only to conduct band business.
8. No one is to use the copy machine or audio/visual equipment without permission.
9. Practice rooms are for practice, playoffs, or private lessons only.
10. Any damage of school property must be repaired, the item replaced, or a reimbursement made immediately.
11. The band department assumes no responsibility for personal items stored in the band hall (See locks / locker policy).

INSTRUMENT CARE

WINDS

- a. Keep your instrument in good, working playable condition.
- b. Keep instruments in cases with latches closed and in assigned slots when not in use.
- c. Brass players should clean their horns regularly, keep valves oiled, and slides greased.
- d. Brass: Do not hit or force mouthpiece into your horn.
- e. Brass: Make sure mouthpiece is secure.
- f. Brass: Polish your instrument before a performance.
- g. Woodwinds: Always swab your instrument.
- h. Woodwinds: Have at least five workable reeds.
- i. Woodwinds: Always have a mouthpiece cap, and take the reed off when finished.
- j. Woodwinds: Vandoren or private instructor recommended reeds only.
- k. Woodwinds: Most students will use their beginner horn during marching band saving their advanced horn for concert season.
- l. Woodwind Players: Lipstick shall not be worn while playing with reeds.
- m. All winds - Do not play on percussion instruments unless you are assigned to a percussion part (i.e.pit)

PERCUSSION

1. Have all required mallets / sticks as assigned by the directors.
 2. No “mixing and matching” of instruments.
 3. If damage to percussion instruments occurs, contact a band director.
 4. Keep sticks, mallets, etc., in stick bags.
 5. Clean percussion instruments before performance.
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COLOR GUARD

1. Keep all flags, rifles, and sabers in the appropriate places in the guard room.
2. Keep tips of all equipment taped and in good condition.
3. If guard equipment is left in the band hall or on the practice field, see the director to have it returned. After several instances, you will be charged a fee determined by the director to reacquire your equipment.
4. Do not allow non-guard members to spin your equipment.