



student

handbook

Scarlet Knight Marching Band
North Andover High School

2010-2011



Purpose

The purpose of the North Andover High School Scarlet Knight Marching/Concert Band is:

1. To develop musicianship in all students
2. To develop character, leadership, and individual responsibility while maintaining high moral standards
3. To provide entertainment and promote school spirit in cooperation with the school and civic activities
4. To compete both locally and at the state level through Marching Band, Concert Band, Jazz Band, Wind Ensembles, and individual competitions

Organization

The Scarlet Knight Marching Band is made up of all students involved in playing instruments in the concert and jazz bands at North Andover High School. **Members of the concert band MUST be members of the marching band.**

Band officers are chosen by the director, group voting, tryout performances, and/or seniority. Section leaders are appointed by the director based on performance ability and leadership skills.

Officers include a President, Vice President, Secretary, two Librarians, and two Historians. (Director's assistant and Equipment Manager are optional) In the case of a vacancy of any position, the Director will appoint the most qualified person to fill the vacancy. Any officer not fulfilling his/her responsibilities can be removed from office. (For a list of officer responsibilities and expectations see the Director.)

Membership of the Scarlet Knight Marching Band may be terminated by the director at any time with the approval of the administration.

Being Prepared

We expect all students to **BE PREPARED** for all rehearsals. We do not have spare time to deal with forgotten items because our rehearsals are already too short. We require band students to always have the following items:

1. Musical **Instrument** in working condition
2. **Lyre and flip folder** (for carrying music at rehearsals and parades)
-music should be memorized by the first performance
3. **Sunscreen, hat, and WATER** for outdoor daytime rehearsals
4. **Appropriate clothing**, including **sneakers** for practice
5. **Reeds and oil** that might be necessary during the rehearsals
6. **Pencil** at every rehearsal, both indoors and out
7. **Dot Book** (small memo pad with spiral at top)



Attendance

Attendance is the number one cause of problems for all band students. For this reason, **we stress the importance of following the rules described below.** Poor attendance can affect grades and status within the band. Although we understand that things come up, we ask *you* to understand the difficulty of organizing and running such a large group. If each student has one excuse for “just this one time”, it becomes approximately 130 excuses. This is very detrimental to the band. So we ask students and their families to adhere strictly to the rules regarding attendance. **Our shows are “interdependent” with students guiding off each other during rehearsals and performances. An absence (especially an unexpected one) causes grief to students and the instructors who must waste time dealing with the changes.** We know that students are involved in other activities, but they are responsible for notifying the director of any conflicts. *90% of inexcusable absences & tardies are due to lack of communication.*

ANY EXCUSE FROM A REHEARSAL OR PERFORMANCE MUST BE GIVEN, IN WRITING, TWO WEEKS BEFORE THE REHEARSAL OR PERFORMANCE.

*****CALL TIMES ARE ARRIVAL TIMES. CALL TIMES ARE 15 MINUTES BEFORE START TIMES SO THAT STUDENTS HAVE 15 MINUTES TO GET READY.*****

****ALL BAND MEMBERS ARE EXPECTED TO ATTEND BAND CAMP IN AUGUST.****

Below are rules regarding the most common attendance issues:

1. No verbal excuses are considered “excused” for any reason.
2. Excuses must be in writing and given to the director or designated staff member no later than two weeks before the absence in order to be considered “excused”.
3. If a *last-minute trauma* arises, it is the student’s responsibility to contact a band officer so that the director may be notified BEFORE the rehearsal. Then, the student must bring a note to the director at the first rehearsal after the absence.
4. An unexcused absence from a performance results in lowering of the term grade.
5. *Work Policy*- The director understands the importance of holding a job as a teenager. He also understands that employers will give you the days off that you require, if given enough notice. It is recommended that you give your employer a copy of the band schedule to let him/her know which practices you must attend. If you need an extra, just let the director or your section leader know. If your employer is uncooperative, the director can speak with him/her about to your participation in band. If you have a job that will not work around band, let us know as soon as possible so we can make arrangements.
6. *Appointments*- All appointments should be scheduled on non-practice days. Everyone is expected to attend practices and performances since the schedule is given at the beginning of the year and is rarely changed.
7. *“Didn’t Know About It”*- The entire year’s schedule is sent home to everyone and is posted in the band room at all times. Changes, if necessary, are mentioned in class, posted, and emailed. So this is not a legitimate excuse.
8. *Football Games*- The band is required to perform at ALL HOME GAMES. Many faculty members and administrators from the school attend, as well as fans and parents. The half-time shows entertain our school and are the strength of our marching program. The games are generally on Friday nights.



Dress Code

The school dress code applies to all band rehearsals and performances

1. **Rehearsals-** dress appropriately. During outdoor rehearsals, you will not be excused for not having adequate shoes or clothing. (no sandals!) Towards the end of the season, it gets cold during night rehearsals. It's a good idea to bring gloves.
2. **Football Games & Parades-** Dinkles® Shoes, black socks, uniform, hat, long hair tied back, black gloves. Mittens are okay for the stands but may not be worn during the half-time show.

Uniforms

Uniform Use Policy

All members of the NAHS band will be issued a marching band uniform. This includes a jacket, bib pants, cape, shakos, neck liner, hanger, and garment bag. Uniform care and maintenance are the responsibilities of the student for the entire year. The uniforms are particularly expensive and should be treated with extreme care.

Pant Length

The hem of the pant in the back should reach the ankle. There should be one bend in the crease of the pant leg and it should hit the top of the shoe in the front. If you can't fix the length by adjusting the shoulder straps, take the pants to Kim's dry-cleaners to have them fixed. Please do not staple the hem because staples tend to fall out. Do not use Stitch Witchery or any tape because they can't be removed easily. Pants that are too long and do not get hemmed will end up with holes by the end of the season and you will be responsible for paying to have them fixed.

DO NOT ATTEMPT TO WASH THE UNIFORM YOURSELF

Part Replacement

Should you lose or damage part of your uniform, you are responsible for paying for the replacement of that item. Replacement costs are listed below (and subject to change)

Coat.....\$367	Plume.....\$18
Bib pants.....\$168	Garment bag.....\$13
Cape.....\$46	Repairs (rips, tears).....\$50
Shako.....\$70	Dry cleaning.....\$15

Classroom Rules

2. Band members are to read the whiteboard in the band room for class plans and take out the appropriate music to rehearse.
3. During school hours, passes are required for tardiness and the school tardy policy is strictly adhered to. Students should be in their seats with their instrument **ready to play 5-7 minutes after the late bell.**
4. During rehearsals, there is to be no talking about subjects not related to rehearsal. Playing when not requested by the director is unacceptable.
6. Chewing gum is not permitted at any time at band rehearsals or performances.
7. Learn your music. Home practice is required. **Juniors and Seniors should learn their music by the beginning of band camp.**
8. Students should never use or touch an instrument that is not assigned or does not belong to them. Every effort is made to protect instruments and equipment. North Andover Schools will not be responsible for lost or stolen instruments.

Music

Each student is responsible for his/her music. It should be kept in a music folder or flip folder. Flip folders are to be issued or bought by the students during the year and are used for marching music and stand tunes. Part assignments are only to be made by the director or the section leaders/officers.

Performance/Trip

Regulations

The first musical organization that the public will see is the marching band. The impressions set forth have a great deal of bearing on the year's activities and the success of our other musical organizations. The following are regulations for the Marching Band. No list can cover every situation that may occur, but common sense and a good band attitude will cover almost any problem that may arise.

1. All members must attend all band functions, unless excused by the band director. Transportation will be provided by bus if needed. Unless otherwise designated, every student will be expected to be on the bus.
2. All members are to report to the band room at the designated time for inspection, preparation, and bus loading. **EARLY IS ON TIME, ON TIME IS LATE, AND LATE IS UNACCEPTABLE.**
3. Upon boarding the bus, be seated and remain quiet for role call. **ANY STUDENT WHO DOES NOT FOLLOW THE BUS RULES WILL HAVE HIS/HER PARENTS CONTACTED IMMEDIATELY.**
4. **DO NOT** lean out, talk or throw anything outside of the bus. While the bus is in motion no moving between the seats or standing is allowed.
5. Upon arrival, remain seated until told to unload.
6. Questions arising the evening of a game are to be directed to your officers first before you approach the director. They will advise you when to see the director. Your officers are in charge at all of these events. Their directions are to be followed as if hearing them from the director.
7. The band is to sit together at all performances in the stands.
8. Playing is done as a group only. All section cheers are to be approved by the director.
10. Students are to remain in uniform at all times.
11. **Students are "free" during the third quarter of the game. However, all conduct still represents the band, and uniforms must remain on. Students must be in their seats and ready to play at the end of the third quarter because we always play between quarters.**
12. No booing, abusive language, or obscene gestures will be tolerated at any time. You are not only spectators at this game. You are participants representing our school, so act accordingly.
13. Chaperones and parent volunteers are to be given the same respect as the director is.
15. Call times are arrival times. If you are not ready by the start time you are **late.**

Disciplinary Code

Any member that breaks any rule from the North Andover High School handbook will be referred to the school administration for disciplinary action. The administration, director, instructors, and officers will then decide if any further action should be taken.

General Member Responsibilities and other rules

- Students should plan how to get to and from all rehearsals and performances on their own.
- Students are responsible for cleaning up for themselves at all rehearsals and performances
- Students are responsible for learning all the music up to the standards set by the director. **If a student is having trouble learning any music, there are always options for the student to get help. Don't be afraid to ask for help!** Students can get help from their section leaders, the band director, and/or listen to the music online or on a CD.
- All students are expected to adhere strictly to the band schedule.
- Students must be aware of their own health at all times. Some rehearsals are especially long and hot early on in the season. Students should prepare by hydrating before and bringing water to rehearsals and performances.
- Students should understand the duties of the officers, drum majors, and section leaders In order to cooperate with them.
- It is very important to try to be positive at all times. Do not complain or speak poorly of others. Remember, we are all on the same team and should help each other.

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**After reading this handbook,
please refer to the High School Band Contract**

