

Clarke County Band Program



Band Manual

Band Manual

Table of Contents

- A. Preamble
- B. Foreword
- C. Attendance
- D. Grade Requirements
- E. Instrument and Uniform Fees
- F. Marching Band Uniforms
- G. Traveling with the Band
- H. Responsibilities of the Band
- I. Music Library/Band Office
- J. Student Internet Policy and Guidelines
- K. Band Leadership/Excel Chain of Command
- L. Closing

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Preamble

Be it known that this manual is the governing but living document of the Band Program. It is the responsibility of the Director of Bands and the student leadership to uphold and enforce the guidelines set forth in this document. This manual will in no way ever supersede any federal, state, or local laws or policies, or any decisions made by the Director of Bands regarding rules or policies stated herein. It is here charged with the personal responsibility of all band members to uphold the guidelines of this document and to completely support the band and the Director of Bands.

Foreword

Welcome to the Clarke County Band Program! In becoming a member, you are joining a long list of distinguished musicians who, through the years, have worked hard to establish the tradition and reputation that the band now possesses. We encourage you to read this manual in its entirety. It is written to help you gain a better understanding of the band program and the way that it is designed. The Director of Bands and student leadership uses this manual to make decisions on behalf of the band. Any questions that you might have concerning the policies and procedures of the band program are encouraged. It is your program, and realizing that should inspire you to take advantage of all possibilities Band can bring to you. It is encouraged to participate as much as you can to make the Clarke County Band Program the best that it can be!

Discipline Policy

The School Code of Conduct is active at all times. There is a Merit/Demerit System (described below) but the Discipline Policy can be viewed into a few ideals:

- Be Responsible for you and your area
- Communicate Effectively
- Be On Time

Grading Policy

Every band member earns a letter grade that becomes a part of his/her permanent record. The grade is based upon attendance, preparedness, and performance assessments. There will rarely if ever be a surprise test and everyone will know ahead of time. Rubrics can be presented if needed. Students will have the opportunity to do make up work if needed. Students will be Evaluated on the following but not limited to articles:

- Playoffs on selections of music
- Attendance for After School Rehearsals
- Game Performance/Attitude in the Stand

Attendance Policy

The School Attendance policy is in effect at all times. All students must fill out the **Excused Absence Form** at least **One week before a major performance and Two Days for an after school rehearsal**. All absence forms will be reviewed by the Director of Bands and will be decided on at his/her discretion. Failure to complete the form in a timely manner will result in the Band Director taking the next steps in the process for each individual student.

If a student misses too many rehearsals in a week or after school rehearsal then he/she may be asked to not perform on the field at the next performance.

Excused Absence Form

This form must be completed and turned in at least one week in advance of any performance. Failure to do so may result in an unexcused absence. Forms are located in the Band Office and in the back of the band manual.

Two unexcused absences will result in a letter grade to drop and for every unexcused absence after that that member will receive another letter grade drop. In addition, three tardies equals one unexcused absence.

Unexcused Absences:

0-1 = A

2 = B

3 = C

4 = D

5 or more = F

Excuse forms are required from members after absences from rehearsal. Absentee forms are the written verification of the excused absence. They may be picked up in the band office.

Unexcused Absences will be based on but not limited to:

- Forgetting About Practice
- Last Minute Work (without any notification or verification of change)
- Avoidable Appointments (hair, nail, etc.)

Obviously, there are unavoidable times to miss and it will be left up to the discretion of the Band Director but repeated actions will result in appropriate actions.

Merit/Demerit System

There is a Merit/Demerit System in place for accountability purposes. Everything will be documented in a designated folder that will allow the Band Director or Drum Major to record incidents and the dates they happen.

Students can earn demerits though some of but not limited to the following ways:

- Causing issues in the band or your section
- Being out of uniform
- Refusing to perform during class, stands, or performances.
- Not loading or unloading your equipment

Students can earn Merits to offset Demerits. These will be awarded by the Band Director at his or her discretion. Merits are awarded based on attitude, behavior in the band, good deeds in band and outside of the classroom, etc.

The General List of Demerits will be displayed at all times on the Band Director's Door or near it.

If a Student accumulates 15 demerits they will be subject to evaluation of removal from the Clarke County Band Program.

Instrument and Uniform Fees

The Purpose of the Instrumental and Uniform Fees is to maintain and/or eventually replace Equipment for the Clarke County Band Program. These fees will help cover the costs of the following but not limited to the following items: Fees for Marching Competitions, Bus Costs, District Fees, instrumental needs, and general needs of the program.

- **All Band Fees for the 2023-2024 School year will be \$160**

These fees will be set in payment installments, can be paid via fundraising, or can be paid up front.

Additional fees may be requested but they will be presented with reasons before requesting.

Marching Band Uniforms

All Marching Band Uniforms will be assigned before the 1st Football Game and will be distributed before every football game. We will never wear our uniforms for the first few football game and will be announced every year when we will debut uniforms per football season. All uniforms are to stay at CCHS. They will not be permitted to go home with the students.

The Marching Band Uniform is our outside representation of the School, the Program, Myself, your home, and of you, the student.

Uniform is defined as “same in all cases”. The CCHS Band Uniform is the Band Polo, Khakis Pants, Uniform top, Uniform Bibbers, Black Long Socks, Helmet with plumes, and Black Band Shoes. **Hair must fit inside of shako. Only natural hair colors. No hoop earrings or facial piercings. Only studs in the ear. Any modification needs to have the Band Director’s Permission. No exceptions.** Students who intentionally refuse to stay in uniform after being asked to fix something will result in loss of points towards their grade for each performance. Continuous modification of the uniform without permission is a violation of this Band Manual and will be viewed as a direct violation of The School Code of Conduct/Dress Code Policy. This could result in loss of grade, benched for a performance, or in extreme cases formal removal from the Clarke County Band Program.

Traveling with the Band

All School and District Policies are in effect at all times. Any major violation of the Code of Conduct in both the Schools terms and the Band’s terms may result in an immediate temporary or permanent removal from the Band Program. Unless told otherwise, at no point do students wander away from a chaperone or the band.

Seating on the buses will be section separated. Public displays of affection, bullying, peer pressure, or public disrespect to students, parents, or school employees will not be tolerated. Continuous issues will be addressed and handled at the Band Director’s judgment and has the final say in all situations.

Responsibilities of the Band

As mentioned several times above, you are a representation of the school, the program, myself, and you. At all times while in this program you are expected to treat others/yourself with respect, being courteous, and essentially following the Golden Rule of treating others as you would like to be treated yourself. **This includes all Band functions such as football games, Pep Rallies, Competitions, and Parades.**

Anyone who chooses to continuously break any of the rules listed in this document may be asked to be on temporary or permanent removal of the band program.

Music Library/Band Office

Unless you are of student leadership or have business with the Director of Bands, no student is allowed to “hang out” in the Band Office or Music Library. In addition, if there is a meeting taking place, an audition taking place, or a reason for the door to be closed there is likely a good reason. **Do not barge in or bang on the door unless it is an emergency.** There is an open door policy for ideas for the band and all ideas will be decided on by the Director of Bands.

Student Internet Policy and Guidelines

It is important that your personal conduct demonstrates good judgment. You are expected to behave both on and off campus in a manner which brings credit to the Clarke County Band Programs.

You are responsible for your own behavior; be aware of the image you’re creating.

Posting any pictures or statements that are a direct violation of the School Code or The Band Manual will not be tolerated.

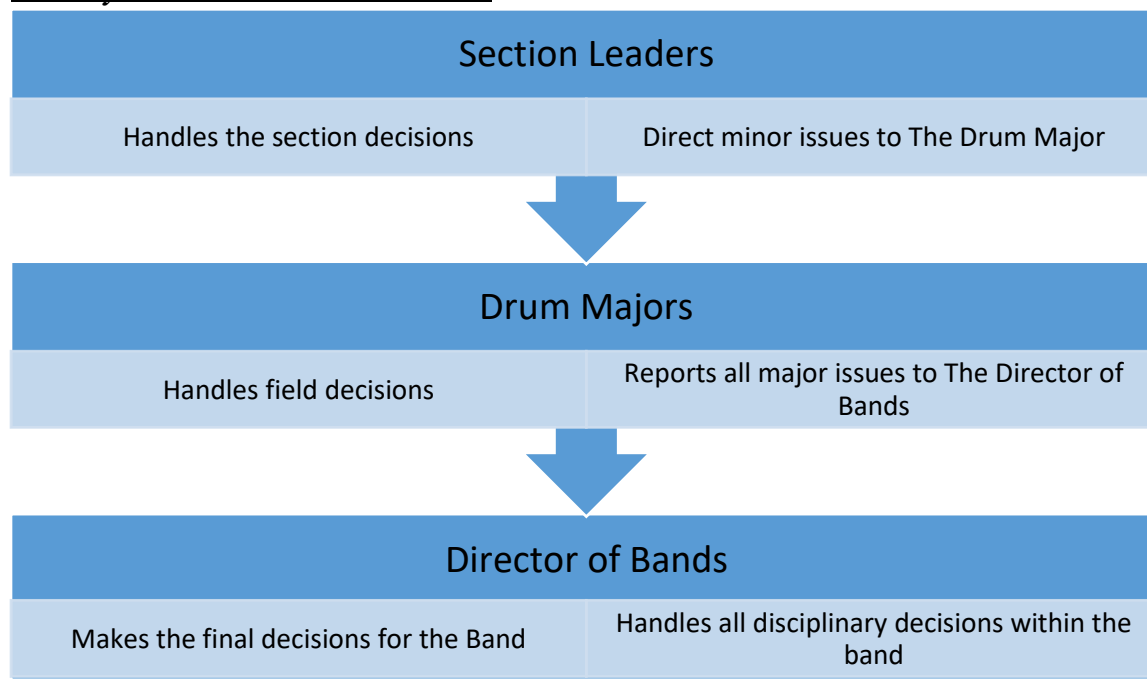
Examples of activities that could be deemed inappropriate include but are NOT limited to:

- Sexually provocative and explicit photographs Vulgar/obscene languages or gestures
- Comments that ridicule, mock, or criticize any person or groups of people.
- Any illegal activities.

Band members that do not follow the internet policy will be, upon review by the Director of Bands, may be asked to be temporarily or permanently be removed from the Band.

Band Leadership/Clarke County Band Program Chain of Command

In order to keep things running smoothly student leadership and parental support is a must. While the Director of Bands ultimately can completely override any and all decisions. Most situations can be handled by following the chain of command. **In case of an emergency go directly to the Director of Bands.**



Closing

All information in this handbook is the Code of the Band.

As daunting as all of this information may seem, do not over think it. Many of the rules boil down to using your head, being a team player, and just enjoying being in the Band. Now let's make some music!

Richard J. Myers

Director of the Clarke County Band Program

Excused Absence Form

Please turn one of these forms one week before the performance you will be absent at. Failure to do so may result in an unexcused absence and grade deduction.

Name of Student:_____ Date of Absence_____

Reason of Absence:

Date Received (Only to be Signed by Director)_____

Excused Absence Form

Please turn one of these forms one week before the performance you will be absent at. Failure to do so may result in an unexcused absence and grade deduction.

Name of Student:_____ Date of Absence_____

Reason of Absence:

Date Received (Only to be Signed by Director)_____

Tentative School Year Performances

- ❖ August 25-Sweet Water Game
- ❖ August 31-Leroy Game
- ❖ September 8-Washington County Game
- ❖ September 15-Straughn Game
- ❖ September 28-Millry
- ❖ Early October on a Saturday(TBA)-Azalea City Marching Festival
- ❖ October 6-Chickasaw Game
- ❖ October 13-JU Game
- ❖ October 20-St. Luke's Game
- ❖ October 27-Francis Marion Game
- ❖ November 3-Thomasville
- ❖ Playoffs TBA
- ❖ Christmas Concert in December TBA
- ❖ Tuesday and Thursday after school rehearsals 3pm-5pm starting August 10

These performances are subject to change. Times of arrival will be announced as soon as possible. Some performances might be added and we will give you notifications as soon as possible.

I, (student name) _____ have read and agree with the handbook and do my best to follow the rules and guide lines of the CCHS Band and the band handbook.

I, (parent name) _____ have read and agree with the handbook with my child. I will do my best to help my child follow the rules and guide lines of the CCHS Band and the band handbook.

(Student Signature)

(Date)

(Parent Signature)

(Date)