

BOYD BUCHANAN SCHOOL
INSTRUMENTAL MUSIC HANDBOOK 2025-2026



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Introduction

Dear Students,

Welcome back to another year with the Boyd Buchanan School Band! I am excited to be a part of this great community and work with you all. I know it is going to be a great season.

This year, we will continue to grow on the success we have achieved in years past! Our focus has been to build a community and family atmosphere while also being the best representation of our school at games and competitions. Our goal this year is to grow musically while continuing to build our community. We are going to push hard this year to be the best we can be and to have a complete focus on the goals that lie before us.

This document, The Band Handbook, is a way of putting everything that will make this year successful into one place. I want each student to feel that they are a part of something bigger than themselves when they are in the band program. With so many moving parts, there is a need to have a set outline of how we can make it the best year possible!

This handbook is designed to answer many of the questions surrounding rehearsals, travel, and policies while with the band. If you have further questions about any of the expectations outlined, please do not hesitate to ask.

I will continue to pray for each student, parent, guardian, and staff member that surrounds this band throughout the year. I pray that God will bless each of you with a great start to the year!

Sincerely,

Becca Smith
Director of Bands
Boyd Buchanan School

Why Music?

- *Music Is A Science. It is exact, and it demands exact acoustics. A conductor's full score is a chart, a graph which indicates frequencies, intensities, volume changes, melody and harmony all at once and with exact control of time.*
- *Music Is Mathematics. It is rhythmically based on the subdivision of time into Fractions, which must be done instantaneously, not worked out on paper.*
- *Music Is Foreign Language. Most of the terms are in Italian, German, or French and the notation is certainly not English – but a highly developed kind of shorthand that uses symbols to represent ideas. The semantics of music is a most complete and universal language.*
- *Music Is History. Music usually reflects the environment and times of its creation, often representing its country of origin and / or racial feelings.*
- *Music Is Physical Education. It requires fantastic coordination of fingers, hands, arms, lips, cheek, and facial muscles in addition to extraordinary control of the diaphragm, back, stomach, and chest muscles, which respond instantly to the sound the ear hears and the mind interprets.*
- *Music Develops Insight and Demands Research.*
- *Music is all these things, but most of all, Music Is Art. It allows the human being to take all these dry, technically boring (but difficult) techniques and use them to create emotion. That is one thing science cannot duplicate: humanism, feeling, emotion, call it what you will.*

That is why we teach music! Not because we expect you to major in music

But

so you will be human

so you will recognize beauty

so you will be closer to God

so you will have something to cling to

so you will have more love, more compassion, more gentleness, more good;

In short, More Life!!

This handbook is adapted from the Wando High School Band Handbook, as published in:

Rush, S. (2006). *Habits of a successful band director: Pitfalls and solutions*. Chicago, IL: GIA Publications.

BAND STUDENT HANDBOOK (2025-2026)

A STATEMENT OF POLICY

In order to assist band members and parents in understanding areas of responsibility, a statement of band policy is herein set forth. Becoming familiar with this policy will enable each individual to make the most of this great opportunity to be a member of the Boyd Buchanan School band program, becoming a better person, and a better musician.

I firmly believe that the student should improve through regular practice. In the Boyd Buchanan School band program, we feel that when the student has lost the will to improve him / herself or make a better contribution to the band, he/she is wasting the time and efforts of his or her fellow members and the community by continuing in this program. The HAPPIEST student is the one who is improving through regular habits of practice and daily progress. He or she must not only know right from wrong, but must be able to stand for principles. He or she must develop a high sense of purpose toward which he or She is willing to work. RESPONSIBILITY is the focus behind any level of achievement within this program. We intend to conduct ourselves in a manner that will facilitate all students in learning and bettering themselves.

OBJECTIVES OF THE BAND PROGRAM

- To teach music by its actual performance
- To develop performance skills of the various wind and percussion instruments
- To provide for the musical needs of the school and the community
- To acquaint the students with Music Theory and History and how history and musical composition relate to students' current life and musical experiences
- To provide all students with the opportunity for worthy use of their time, a means for self-expression, and a healthy social experience
- To develop the ability to function as a responsible member of a group, enhance interaction, and develop Esprit de Corps
- To foster leadership skills within each student

Band Curriculum and Ensembles

Marching Band

All students enrolled in the 9-12 grade band program are required to march with the exception of students outside of the program who are eligible for color guard or students who participate in a Boyd Buchanan School fall sport activity.

Upper School Concert Band

Members of the Upper School Concert band will be pushed musically and mentally to become the best musician and person possible. Students will perform at various concerts throughout the year.

Chamber Ensembles

During the fall and spring, chamber ensembles will be formed. ALL band members will be encouraged to perform in a chamber ensemble. Possible groups will include Percussion Ensemble, Brass Ensemble, Woodwind Ensemble.

Private Lessons

Private lessons on a musical instrument are the best way to improve performance skills. The one-on-one approach allows the student to benefit from individual attention as opposed to a teacher monitoring a class of over fifty students. The band director will be more than happy to assist in the selection of a private teacher.

All-State, Region, and College Honor Band

Members of the band program are eligible to audition for the TN All-State and Region Bands, as well as, selected college honor bands. Please consult the schedule.

6th Grade Rotation Band

New members of the band program will be a part of the beginning band. This band will take the First step in learning music and how to successfully play an instrument. Students will learn a whole new skill set with peers, while also learning confidence and hard work.

7th Grade Band

Members of the 7th grade band will continue to grow musically, while also growing technically on their specific instrument. Students will work together to create music that challenges and pushes the student to be a better musician.

8th Grade Band

Members of the 8th grade band will continue to grow musically, while also growing technically on their specific instrument. Students will work together to create music that challenges and pushes the student to be a better musician.

Absence Policy

PERFORMANCES

Students are expected to attend all performances. In addition, there is an expectation that students remain for the entire performance, whether it be for concert band or marching band. Part of a student's education is listening to the performances of others.

TARDIES TO BAND

Students will make up the amount of time of the tardy, rounded up to the next highest 15-minute increment.

MISSING MATERIALS OR NO INSTRUMENT

If a student has missing materials or does not bring their instrument to class, points will be deducted from their participation grade. In addition, students will be given a written assignment during the rehearsal in question.

THE DIRECTOR IS RESPONSIBLE FOR THE INTERPRETATION OF THE ATTENDANCE POLICY, AND CONSEQUENTLY, MAY HOLD A STUDENT OUT OF A PERFORMANCE.

ATTENDANCE POLICY

THE ONLY EXCUSABLE ABSENCES ARE PRE-ARRANGED* SCHOOL CONFLICTS AND ILLNESS WITH A DOCTOR'S OR PARENT NOTE, DEATH IN THE FAMILY, RELIGIOUS HOLIDAY, OR COLLEGE VISITATION.

*Example: a school conflict may be a club or varsity sport. This system is subject to modification and interpretation by the director.

MISSED PERFORMANCE

In the rare case that students must miss a performance and it is excused, there will be a written assignment given in place of the performance. If the missed performance has not been excused by the director, the student will receive a zero for the performance.

All Symphonic Band students and seniors are expected to perform at graduation. This is a required performance for the Symphonic Band.

“NO SHOWS” TO REHEARSAL – A “no show” is defined as an absent student that cannot be accounted for due to lack of a phone call or simply cutting rehearsal. In such case, the student may lose the opportunity to participate in the next performance by the band. For marching band, an alternate may be placed in the empty spot. This decision will be made by the director based on what is best for the entire group.

For ALL absences, the following procedure must be followed by all students and parents:

- Director must be notified in advance.
- An absentee online request form must be filled out and on file.
- For illness, a parent's note or doctor's excuse must be submitted.
- Although cleared by the school office, absences from a band activity the same day must be cleared with the director as well – please call or email Ms. Smith.
- Follow-up is the sole responsibility of the student.

The mere filing of an absentee request form does not constitute whether an absence is excused. The above policy is cut and dry with regard to what is excused. Please do not call and say, "Please excuse..." if the excuse does not fall within the policy.

CONFLICTS WITH BAND

Conflicts between band and other activities or events are the responsibility of the student. Rehearsal and performance schedules are given out in advance (via the band calendar) so that arrangements can be made. Students should not become involved with activities that may directly conflict with band activities. When outside activities create hardships concerning band, the student will need to consult with the director about alternatives that may be possible. Students should have a calendar book (or google calendar on their phone) and be aware of all band dates well ahead of schedule. It is the policy of the band to assist students when conflicts occur within the scope of the band policy. Students are reminded that band is a very demanding activity and that involvement in outside activities should be limited to those that are compatible with the band schedule. All conflicts with regard to performances must be worked out in favor of the student's responsibility to band. **Work is not an excuse for missing any band activity.**

GRADING POLICY

Grades are assigned for the band class and any activity that is considered co-curricular. Some performances may fall outside of the school day.

Daily Participation (Including MB Rehearsal): 10 points each day

Each student should have the following items in class every day:

- a sharpened pencil
- your instrument (sticks, mallets)
- appropriate accessories for specific instruments
- your music and folder
- at least three reeds (clarinets and saxophones)
- at least two reeds (oboes and bassoons) and water canisters for soaking

There will be random material checks taken throughout each 9 weeks to make sure every student has the needed supplies to be successful in band.

Games: 100 Points

We will attend all football games throughout the season, including before and after fall break. Any playoff games will also be mandatory.

Competitions/Festivals/Concerts: 200 Points

We will attend two marching festivals this fall. Please do not schedule anything else on October 19 and October 26.

Assignments: 20-50 Points

Any memorization checks, playing tests, or recording submissions fall under this category. A playing test, recording, or memorization check will be due every other week.

DUTIES OF THE BAND MEMBER

- Be on time for all rehearsals and performances. EARLY IS ON TIME – ON TIME IS LATE.
- Upon entering the rehearsal setting, acquire your instrument and go directly to your seat.
- When the director or staff member steps on the podium or asks for your attention, all talking should cease.
- Come to rehearsal with a GOOD ATTITUDE.
- There is no excess playing (i.e. horsing around on the instrument); Only appropriate warm-up material.
- Make a real effort to improve on a daily basis and establish a good practice routine.
- At the end of rehearsal, put all materials in their proper place.
- Maintain a strong academic standing in all course work.
- Become responsible for and assume responsibility for your own actions. Admit when you are wrong.
- Have proper respect for yourself and those in authority.
- Read and play music with insight – have musical expectations.

THE IMPORTANCE OF ATTITUDE

The greatest single factor that will determine the success of any individual or organization is attitude. The kind of person that you are is an individual choice and how we feel about something, which involves attitude, is one of the few actual independent choices that we have in life. It takes intense dedication to reach goals. Students should learn to discipline themselves to daily practice on fundamentals. The “right attitude” must be present along with sincerity, concentration, and dedication as the basic foundation. Such an attitude makes an artistic performance inevitable and is the difference between a winning organization and a mediocre group. You who are in a band are a favored few. The band can do much for you. Make the most of it in every rehearsal and performance.

THE IMPORTANCE OF DISCIPLINE

Because of the nature of the organization, band discipline must be strict. Band students and parents must believe in the ideals, principles, and philosophy of the organization. Each member must always be aware of good behavior and think for himself. Any misconduct casts a bad light on the school, community, and band program. Any member who casts discredit to the organization by his/her conduct or actions in band, in another class, or on a trip, shall be subject to dismissal from the band program, or may lose a privilege within the program, including participation in performances.

STUDENTS' RESPONSIBILITY TO THE BAND

As members of this organization, you have a great deal of responsibility. It is essential to any program that if certain expectations are to be met that they coordinate with the privileges, rewards, and duties of the band program.

TO OURSELVES

YOU have the primary responsibility of developing your own abilities. The benefits of a good instrument and private instruction can never be underestimated. What you put into it is what you will get out of it. The director is always available for your guidance and encouragement – just ask!

TO THE SCHOOL

Boyd Buchanan School provides us with the resources for rehearsals, performances, and equipment.

TO MUSIC

Music has always been a part of our culture. We must take what we have and use it for the betterment of that culture. No one expects virtuoso musicians, only your very best! The great composer Gustav Mahler once said that only 10% of a piece of music is on the page. If that is the case, then we as musicians have the duty of creating and producing the other 90%. The joy of music is not in everything that is apparent. It must be discovered and created.

TO EACH OTHER

We must always do what is best for the welfare of the group. There can be no selfish acts solely for the benefit of the individual, but for all. Respect each other. If there are conflicts; find a way to resolve them. Never insult another band member's integrity. The word "band" means that we are banded together and that there is no separation or discourse. Sometimes, the needs of the many outweigh the needs of the few.

RULES AND PROCEDURES

- Shoes and socks must be worn at all times. Sandals of any form are not allowed in MB rehearsals.
- Chewing gum is not permitted during a rehearsal or in the band room.
- Phones are not to be used or seen during class or rehearsal time.
- A band member must respect his/her uniform and wear it properly at all times.
- Please only bring bottled water in the band room.
- Be in your seat, warmed up, and ready to begin on time.
- Respect authority and others, including their personal property.
- A band member will wear no jewelry while in uniform; rehearsal clothes must be appropriate.
- Drinking, smoking, vaping, and drugs are **STRICTLY PROHIBITED**. All Boyd Buchanan School policies regarding such are in force during any band activity.
- Students are required to remain with the band after games and will be dismissed as a group.
- Students will not damage property or equipment. A value system must be in place.
- Any vandalism to instruments or the room will be paid for by the perpetrator.
- Perpetual problems with not having music will result in an appropriate consequence.
- Students may practice in the band room before school, after school, and during lunch, only if directors are present.

MARCHING BAND

CAMP

Guard and Percussion Camp- July 14-18 from 8am to 5pm (Lunch NOT Provided)

Leadership Camp- July 16-18 from 8am to 5pm (Lunch NOT Provided)

FULL Band Camp- July 21-25- Monday-Friday from 8 am to 5 pm (Lunch WILL be provided)

Camp is taught by the Boyd Buchanan School directors, camp staff, and student leadership.

Camp is required of all students in the band. Approximately “seven weeks” of normal rehearsal time is crammed into the week so attendance is a must. Parent volunteers will be in attendance to help out with whatever needs may arise.

PRACTICE

Students are expected to attend all rehearsals and performances. If there is a situation that will prevent this, an excuse form must be requested and filled out **BEFOREHAND**. After-school rehearsals will be on Tuesdays from 3:30-5:30, and Thursdays from 3:30 to 5:30. Guard and Percussion students will rehearse on Monday afternoons from 3:30-5:30. If a student is absent from school on the day of an after-school rehearsal, this does not automatically excuse the student for that afternoon. Someone must contact Ms. Smith.

UNIFORMS

Marching Uniforms

The band will provide the following with regard to the uniform: band t-shirt for hot weather performances, hat and plume, one pair of black gloves, complete marching band uniform.

*Band members will be provided one pair of black gloves as a part of their uniform. If these are lost or damaged, students will need to purchase a new pair at \$4 each.

The student will provide the following:

Khaki Shorts (for the first few games)

Black socks (dress uniform)

Marching Shoes (if they have them from the previous year)

Concert Uniforms

Students are responsible for purchasing a concert uniform.

- Students will wear concert black for all concerts throughout the 2025-2026 School year. See the following for details:

Women: Black blouse and slacks, or black dress. All blouses and dresses should have a sleeve (cap sleeve, 3/4 or long sleeve). Slacks and skirts should be knee or floor-length. Black dress shoes.

Men: Black dress shirt (i.e. collared, or nice buttoned shirt) and black slacks. A long black tie is optional. All socks should be black and shoes should be black dress shoes.

THE UNIFORM IS TO BE WORN PROPERLY AT ALL TIMES!

INSPECTION

Prior to a few performances of the Boyd Buchanan School band, all band members will stand inspection. Any member that does not pass the inspection will not participate in the given performance. Band members will be checked for the following:

- Cleaned, pressed uniforms
- Cleaned, polished shoes
- Full-length black socks with no pattern.
- Hair correctly worn-all hair will be up off of the collar at all MB performances
- Clean, lubricated instruments, and the appropriate music and lyre

FOOTBALL GAMES

- Report time for all games will be announced on Monday prior to the game.
- Students should wear the full uniform. Students will remain in uniform until given permission to go to halves. Coats must be correctly folded and placed to the left of each student with hats and gauntlets.
- For home games, students will be dismissed following the announcements in the band room. For Away games, students may ride home with PARENTS ONLY, but must be signed out by the buses.
- When marching to and from the stadium, the band will remain at ATTENTION.
- When you have class IT SHOWS – when you don't, IT SHOUTS!
- Only uniformed band members are allowed in the band section.
- All members are to remain in their "section."
- Any stand "cheers" will not be played unless rehearsed and approved by the director.
- The band will play as a group. No "hacking." This will be strictly enforced this year and may result in a student losing third-quarter privilege.
- There will be no eating or drinking in the stands. Water will be provided throughout the game. Students may eat around the periphery of the band section. The band will have the third quarter off and must be back in their seats for the downbeat at the beginning of the fourth quarter. Any students arriving late to the fourth quarter will lose the third quarter privilege.
- If a student must leave the band section, another student must accompany him/her and both must have permission from the director.

BAND TRAVEL

- If a conversation can be heard in the front of the bus, it is TOO LOUD!
- There will be no hanging out of or talking out of bus windows. You are not allowed to stand while on the bus. Students must stay seated at all times.
- Please lower the volume level considerably when crossing railroad tracks, entering towns, or stadiums. This is for your safety, is courteous to the bus driver, and an act of class!
- Please keep the bus clean; pick up after yourselves and always thank the chaperones and driver!

COMPETITIONS

Competitions are special events where we get to perform for a sophisticated audience and very competent judges. WE ARE THERE TO DO OUR BEST – NOT TO WIN!! If we do our best, then everything will take care of itself. Specific information is given prior to competitions as to directions, departure and anticipated return time. All parents are encouraged to attend competitions and support the band.

RECORDED ASSIGNMENTS

To pass off and receive a grade for recorded assignments, the player must successfully

demonstrate to the director his / her ability to perform the music. Students should attempt to be as musical as possible, playing what is both on the page, and not on the page. A rubric containing the various components of playing will be provided to aid the student in assessing his or her own work.

Instructions for submitting recorded assignments will be provided.

CLASSROOM PROCEDURES

RESTROOM BREAKS

- Students should visit the restroom between classes, not during instructional time.
- Students may ask to go during the first ten minutes of class (during warm-up time) if the need arises. Unless there is a medical reason of which we need to be made aware, students should not ask to go to the restroom during class.

REHEARSAL PROCEDURES

- You must be in the storage room or your seat when the bell rings; a downbeat will be given three minutes after the bell.
- During the three minutes you should obtain music, a music stand, a pencil, and begin warming up for the day's rehearsal.
- Make sure you have extra reeds, valve oil, slide grease, etc.
- Percussionists should set up all equipment and music during the warm-up.
- Announcements will be made at the beginning or end of class and will also be written on the board.
- Talking will not be tolerated during a rehearsal.
- The purpose of rehearsal is for you to learn the parts of others and how they relate to yours, not to learn your individual music!
- If you must leave your seat for any reason, please ask by raising your hand. Restroom breaks should be taken between classes.

MATERIALS NEEDED FOR CLASS / MATERIALS GRADE

Each student should have the following items in class every day:

- a sharpened pencil
- your instrument (sticks, mallets)
- appropriate accessories for specific instruments
- your music and folder
- at least three reeds (clarinets and saxophones)
- at least two reeds (oboes and bassoons) and water canisters for soaking

From time-to-time during the school year, you will receive a materials grade. If you have all the items listed above, you will receive a daily grade of "A." Your grade will be lowered one letter

for each item you are missing, but students will be given two days to bring in any missing items. The easiest way to avoid this is to have everything that you need at all times. After the second day, the lowering of the letter grade may stand. This is a portion of your participation grade.

BAND ROOM POLICIES

The use of band facilities before, after, and during school is a privilege. Students who abuse the facility will be disciplined accordingly. Any abuse or damage will be considered vandalism. The following rules and procedures are in place:

1. There will be NO HORSEPLAY in and around the band room.
2. All percussion and guard equipment is off-limits to anyone not specifically designated to use them.
3. NO STORING OF PERSONAL BELONGINGS IN BAND CLOSETS except for tennis shoes and additional clothes during marching season. Please take all clothing home after each rehearsal.
4. The band office is a place of business. If the door is closed, please knock.
5. The band copy machine is for BAND COPIES only.
6. Students may not congregate in band storage rooms. All students must remain in the main rehearsal area at all times.
7. If something does not belong to you, ASK permission before using it.
8. Closets are for INSTRUMENT STORAGE ONLY. Please do not leave music, homework, or other objects in the storage rooms.
9. Restrooms are to be kept in order at all times. Vandalism of restrooms in the band area will result in all students using restrooms in the main buildings.
10. NO THROWING of any objects in the band room.
11. There are times when the band room will be locked before practice or games. All students are asked to report to either the Student Life Center or Jett Gym Lobby. Students are not to enter the band room unless a director or adult is present!

RECORDINGS

An instrumentalist cannot duplicate a characteristic sound on their instrument without an appropriate model to emulate. Below are suggestions of artists for each instrument. Every student in the Boyd Buchanan School Band program should own at least one recording of the following artists:

FLUTE Jean-Pierre Rampal, Amy Porter, Carol Wincenc
 CLARINET Harold Wright, Larry Combs, Jon Manass, Anthony McGill
 OBOE Joseph Robinson, John Mack, Ray Still
 BASSOON Bubonic Bassoon Quartet, Christopher Millard, David McGill
 SAXOPHONE Eugene Rousseau, Joseph Lulloff, Steven Mauk, Don Sinta
 TRUMPET Phil Smith, Chris Martin, Tim Morrison, Adolph Herseth
 HORN Dale Clevenger, Dennis Brain, Phil Myers, Jeff Nelson
 TROMBONE Joseph Alessi, Christian Lindberg, Charlie Vernon
 EUPHONIUM Brian Bowman, Roger Behrend, Steven Mead

TUBA Arnold Jacobs, Sam Pilafian, Gene Pokorny, Patrick Sheridan
 MALLETS Dave Samuels, Gary Burton, Evelyn Glennie, Michael Burritt

PRACTICE

As with any activity, you get out of it what you put into it. Band will not be rewarding unless you practice! There are many values in the study of music as a discipline that transfer to other areas of life. Although this will not immediately happen, persistent practice will lead to enthusiastic, driven practice. Remember: “Perfect Practice makes Perfect!” Here is a suggested plan of study:

- Pick a set time each day
- Have a set place to practice
- Stretch and do breathing exercises prior to warm-up
- Use our daily warm-up & think “tone”
- Play some form of scales at every practice session
- Take a break every 20 minutes
- Work on technique (articulations, accents, etc.)
- Practice sight-reading
- Be musical and use the tuner for part of your practice session
- Increase your dynamic range (work pianissimo to fortissimo)
- Increase your endurance (15 minutes of FULL TONE playing)
- Increase your range (highest note with a good tone)
- Use a metronome for a specific portion of your practice session
- “I will start with _____ minutes and increase to _____ minutes ...”
- Use the HINTS on the NEXT PAGE!

INDIVIDUAL PRACTICE

1. Stretch 2. Breathing Exercises 3. Buzz or Long Tones

THEN, LISTEN TO TWO MINUTES OF A RECORDING OF YOUR FAVORITE ARTIST ON YOUR INSTRUMENT! NOW TRY AND IMITATE THAT SOUND!

WARM-UP

Everyone

Remington Up and Down
Whole Tone Scale for two octave range

Woodwinds

Long Tones on every note of the instrument
High and low register studies
The Chromatic Scale (Orange Juice)
All Twelve Major Scales and Arpeggios
Dynamic Exercises (Cresc. / Dim., Dim / Cresc, Quarter Note / Quarter Rest)
Various articulation studies

Brass

Attack Pattern
Four Scales with Arpeggios in Contrasting Styles (Marcato, Legato, Staccato, Slurred)
Lip Slurs
Dynamic Exercises (Cresc. / Dim., Dim / Cresc, Quarter Note / Quarter Rest)
Five-Step Articulation Exercise

LITERATURE

Etude Books
Orchestral Excerpts
Band Music / Youth Orchestra Music
Private Lesson Material
All State Etudes

Mock Audition

Sight Reading

YOU SHOULD STRIVE TO COVER AS MANY COMPONENTS OF PLAYING AS POSSIBLE, BEGINNING WITH THE FOUR T'S: **TIMING, TUNING, TONE, AND TECHNIQUE.**
YOU SHOULD WARM-UP FOR 20 MINUTES AND THEN TAKE A 10 MINUTE BREAK
COME BACK AND PRACTICE FOR 30 MINUTES = TOTAL PRACTICE TIME IS 1 HOUR
DO NOT OVEREXERT YOUR EMBOUCHURE – TENSION IS YOUR WORST ENEMY!
REMEMBER: A FEW MINUTES OF QUALITY PRACTICE IS BETTER THAN ANY MINUTES OF BAD PRACTICE

“PERFECT PRACTICE MAKES PERFECT!”

Procedures

As we begin a new year, it is important that we have clear-cut expectations. Yes, we

expect you to be successful, and the tradition of the program “exudes” nothing but success. With these high expectations come many policies and procedures that help us become effective members of the team. The Law of Discipline versus Punishment states that discipline is strictly up to the student to administer intrinsically. Punishment does not exist if discipline is adhered to. This should be our mantra for success!

If Better Is Possible, then Good Is Not Enough!

Beginning class	Director raises hand and steps on podium
Leaving your seat	Raise your hand and ask for permission
Entering the classroom	Go directly to: Instrument/music/seat/ warm up
Class dismissal	The director dismisses, not the bell
Asking a question	Raise your hand
Responding to questions	Raise your hand
Passing in papers or music	Pass to the right
Turning in Recordings	Submit to blackbaud using google drive
Announcements	Check board; done at the beginning of class
Getting Help	Ask directors and they will set up a help session
Storing Music	Put music in the designated slots in front

2025 Marching Band Uniform Information

Band uniforms are quite expensive - the parts with their approximate prices are listed below. Band members do not pay for Marching band uniforms unless the uniform piece has been damaged or lost. Each band member will have their own unique number marked on all uniform parts and these will be kept at school. IT IS YOUR RESPONSIBILITY TO SEE THAT YOU HAVE EVERYTHING IN YOUR GARMENT BAG AFTER EACH USE. Band members will be charged for any lost parts at the end of the season.

- Gloves may be kept in the garment bag or hatbox, but NO shoes, socks or other clothing may be left in the bags.
- Any socks found will be thrown out, and any shoes or other clothes found in garment bags will be put out in the band room.
- PUT YOUR NAME IN YOUR SHOES AS SOON AS YOU GET THEM AND YOU'RE SURE THEY FIT. Every year band members 'lose' shoes because they are not labeled and someone else takes them.
- If you lose gauntlets or some other accessory, please tell us right away so we can start looking for them – they usually show up in someone else's garment bag.
- Remember – each item has YOUR number on it. If you lose some uniform part and take someone else's, we'll know immediately.
- We will take care of cleaning the uniforms periodically. Normal wear and tear is expected but if uniform parts are damaged through abuse or neglect, or if any items are lost and don't turn up, the band member's account will be charged the replacement cost.
- For each game and competition, you must bring your band t-shirt – clean and unwrinkled – as well as your marching shoes and black socks. We will check uniform bags before all away trips.
- IF THE BAND MEMBER DOES NOT HAVE SHOES, SOCKS, GLOVES, AND THE T-SHIRT HE OR SHE WILL HAVE TO ARRANGE FOR THEM TO BE DELIVERED TO SCHOOL IMMEDIATELY SO THAT THERE ARE NO DELAYS LOADING THE UNIFORM TRAILER.
- We DO NOT have extra socks or shoes to lend. If you forget yours, it is your responsibility to rectify the situation.
- At the end of EVERY game and competition, members will turn in their uniforms, neatly hung and ready for transport and storage. Plan your schedule to allow for this few extra minutes. We will check uniforms as quickly as possible but YOU can make the whole process go faster by doing the job right the first time.

- Uniform volunteers will be happy to show you the proper way to hang up your uniform if you need help.
- Each member is responsible for turning in his or her own uniform personally. Band members are not allowed to turn in any uniform but their own. Every person is responsible for his or her own uniform. If there is a piece of the uniform missing, students will pay the following amount for the missing item.

Coat	\$194.20	Black Bibbers	\$65
Gauntlets	\$33.50	Garment Bag	\$18.00
Hat Box	\$11.75	Hat	\$52.10
Shoes	\$32.95	Plume	\$28.55
Gloves	\$4.00	Total Cost of Uniform	\$440.05

Financial Matters

Band fees help make the events and productions of the band possible. Band camp, marching band, and instruments are only a portion of the expenses we incur throughout the year. Every attempt is made to keep fees manageable, while still providing a comprehensive band experience for our students. The following fees are required for participation in the band program. However, finances should never be the reason a student leaves the band program. Please contact Ms. Smith in the event you need to arrange a payment plan.

2024 Band Camp Fee: \$150 (due at camp)
DCI Atlanta if attending: Approx: \$70

Fees will be billed through Renweb/Facts/Blackbaud. Checks may be submitted to the business office. In an attempt to expedite payments and financial matters, please submit fees through Renweb/Facts or directly to the business office. Ms. Smith will not collect fees in her office. For questions concerning accounts payable, please contact Shanda Kirk in the business office.

2025-2026 BAND HANDBOOK SIGNATURE PAGE

STUDENT NAME: _____

Expectation Sheet

I understand and comply with all rules and procedures in the Band Handbook. I believe that we are all responsible for making rehearsals run smoothly. I am willing to do my part!

Uniform Contract

I understand that I am personally responsible for the uniform items assigned to me, and that I will be charged for any parts that are lost or damaged due to neglect or abuse. I also agree to take care of the uniform as directed. At the end of each game or competition I will see that I have all uniform parts assigned to me properly stored in the garment bag. I will personally get the bag checked off and will not assume responsibility for another band member's uniform. I will report any missing or damaged items immediately. I understand that failure to follow these rules will result in immediate disciplinary action.

Letter of Mutual Consent

I, the undersigned student, accept membership in the Boyd Buchanan School Band and understand that I am responsible for all the policies as set forth in the Band Handbook. I fully agree to carry out my responsibilities to the very best of my ability.

(Student Signature)

(Date)

I, the undersigned parent or guardian, have read and understand the policies as set forth in the Band Handbook. I also grant full permission for my child to be an active member of the Boyd Buchanan School Band. In addition, my child has full permission to attend all band functions. Furthermore, I understand that I must meet all financial obligations.

(Parent Signature)

(Date)