



# Newark High School Marching Band

## Student and Parent Handbook

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## **About The Marching Band:**

Marching Band is a musical ensemble that portrays its musical selections through the use of motion and visual concepts such as drill moves and use of Color Guard. It combines music, athleticism, and choreography to generate entertainment.

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### **Philosophy:**

The Yellow Jackets stand for excellence on and off the field. We look to bring out the best in each individual, and we strive to develop outstanding people through the pursuit of “pride in personal excellence.”

The philosophy of the Newark High School Yellow Jacket Marching Band is based on the belief that within every individual, the potential for greatness exists. When the efforts of each individual are focused toward a common goal, and when each individual pursues the goal to the absolute best of his/her ability, the goal - no matter how lofty - will be achieved. Honesty, sincerity, respect, cooperation, dedication, and the desire to achieve excellence are the qualities that bring out the greatest in all of us.

Every person in our organization is essential to its success, regardless of the position they hold. There are no performers who “sit the bench” in marching band. Everyone is a “varsity starter” at every rehearsal and performance. All of us (students, staff, and parents) **must work together** to achieve our goals. From this cooperative effort comes a respect for each other that will allow us to change our goals into realities. We derive strength and courage from each other, working side-by-side toward excellence in rehearsal and in performance. Success is achieved through unselfishness, understanding, and persistence.

We strive to create memories and friendships that will last a lifetime. This is accomplished working unselfishly together in rehearsal and in performance, toward a common goal of “pride in personal excellence.” It is also accomplished through mutual respect, through a commitment to one another, through honesty and dedication. Those things that we cherish the most and that withstand the test of time are those which have been created carefully and nurtured over a long period of time. The pride that develops as a result will be remembered not only this year, but for many years to come.

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### **Who Can Join?**

EVERYONE! Marching Band is open to all interested participants as a curricular activity. While most rehearsals and performances will occur after school, students also receive academic credit for their participation in the band. Many musicians find that marching band helps further develop their personal instrumental training, and the rewards of hard work pay off far after the marching season is over. Generally, some prior musical experience is required, but exceptions may be made on a case by case basis.

Musicians are just one part of the marching band. The Colorguard is also an integral part of the visual side of our program. Many Colorguard members are also musicians who would rather dance, spin, or toss equipment. Unlike the musician members of the marching band, no prior experience is required to join the Colorguard!

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## **Requirements/Expectations:**

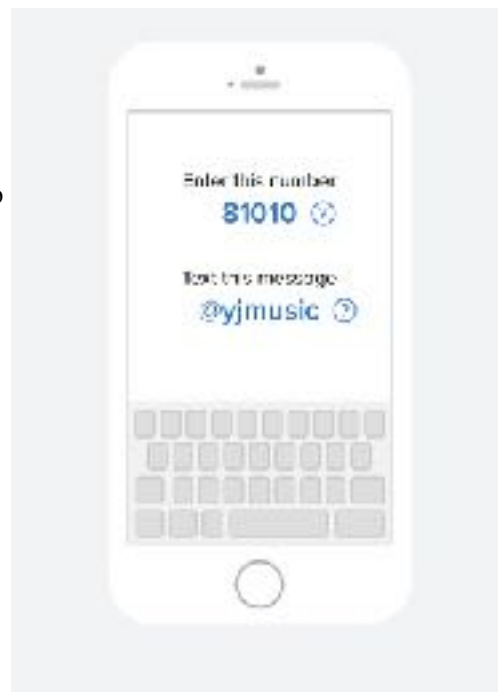
1. BE PUNCTUAL! “To be early is to be on time, to be on time is to be late, and to be late is to show you don’t care.” The set schedule time is when rehearsal/performance begins. Arrive at the school before this schedule time to allow you to:
  - a. Get your instrument
  - b. Prepare/move any equipment to rehearsal site
  - c. Apply sunscreen, drink water, use restroom.
2. Learn a demanding list of repertoire over the course of the year.
3. Practice all assigned repertoire as well as assignments outside of rehearsal.
4. Come prepared to rehearse at each rehearsal. (Music, pencil, instrument, mutes, valve oil, reeds, water, etc.).
5. Practice regularly at home.
6. Behave appropriately at all rehearsals and performances. Remember, you not only represent yourself at various rehearsals and performances, but you represent your school and the NHS Music Department! At the director’s discretion, inappropriate behavior may lead to dismissal from the ensemble.
7. Attendance at ALL rehearsals and performances is mandatory! This includes post-season football and other performances! (ground breakings, parades, etc.). Please refer to the “Attendance” section of this packet and the “Commitment Contract”.
8. Maintain a high level of academic excellence. Manage time efficiently so that schoolwork and marching band do not conflict.
9. Practice teamwork and good sportsmanship at all times:
  - a. Try your best at every practice and during performances; to learn from your mistakes, accept constructive criticism, and not get angry with yourself or others for making a mistake.
  - b. Pay attention to and respect all instructors and parents.
  - c. Accept parts that staff assign and give your best effort at all times.
  - d. Be positive and encourage fellow members.
  - e. Take pride in our team, regardless of score or placements.
10. Work hard and make good music!

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### **REMIND PAGE**

We have a Remind Account available for contact without having to share individual phone faculty or student phone numbers. Though we do ask for phone numbers in case of emergency, Remind also gives us the ability to send out group messages. Please follow the following instructions:

Text the code @yjmusic to 81010 and you will automatically be registered for Remind.



## **Attendance:**

(our calendar can be found on [www.nhsmusic.net](http://www.nhsmusic.net))

Each member of the Marching Band will be expected to attend all rehearsals and performances including football games, parades, and competitions. Failure to attend rehearsals may result in removal from the group and a failing grade. Absences from rehearsals will only be excused with the direct permission of the DIRECTOR *PRIOR* to the rehearsal being missed. **Sending notice in with another student that you will not be attending rehearsal will NOT be considered an excused absence.** Except for extenuating circumstances, excuses submitted AFTER an absence will not be excused.

### **NOTIFICATION OF ABSENCES FROM A REHEARSAL**

1. **YOU** must EMAIL or present WRITTEN NOTICE (email preferred) stating the specific reason for any absences or tardiness from a rehearsal or sectional **at least** 24 hours before the rehearsal or sectional (please communicate sooner, if possible!)
2. Illness, school functions, or special problems may be excused, provided notification is given in a timely manner.
3. Avoidable conflicts are **unexcused** (work, babysitting, lack of planning, etc).
4. A follow up may be conducted with a parent should the absence be in question.

### **NOTIFICATION OF ABSENCES FROM A PERFORMANCE**

1. Major concerts, festivals, and marching band performances (including football games, competitions, and parades) are **required**. All of these are equivalent to a major test in band.
2. An absence from a **performance** requires communication from the student and parent **at least two weeks** prior to the event. Check [www.nhsmusic.net/calendar](http://www.nhsmusic.net/calendar)!
3. It is the parents' and students' responsibility to ensure events that conflict with the band performances or rehearsals are avoided. Please try to schedule flexible events (dentist/doctor visits, family functions, etc.) to avoid conflicts with band events.

**EXCUSED ABSENCES** from events will be granted as follows:

1. **Death in the family** - Student contacts the director via email or in person as soon as possible before the absence.
2. Student Illness - Students contact the director via email or in person BEFORE the absence. If a student is sick during the school day, a parent may email.
3. Participation in a Newark High School Event - ALL **STUDENTS** must communicate with the director for each event for approval. Please do not assume that the director knows your schedule.
4. **Other reasons** for absence will be handled on an individual basis. Parents may contact the director when problems arise but **STUDENTS** should be the **PRIMARY** contact. Help us to teach individual responsibility!

**UNEXCUSED ABSENCES** from events, resulting in possible dismissal and failure of class:

1. **Bottom Line Up Front**: No communication = automatic unexcused absence.
2. Work conflicts are **UNEXCUSED**. Communicate with your employer **well in advance** so work and band are not a conflict.
3. Visiting relatives, special parties, dinners for birthdays, etc...are unexcused.

In order to ensure that we have full participation in rehearsals and performances, we, the NHS Marching Band Staff, have established the following list of attendance requirements.

1. Attached is a schedule as of the date listed. All attendance requirements are based on the expectation that you will commit to these dates at this time. **In other words, if something else “comes up”, you are already committed to your performing ensemble.**
2. If you have anything on your schedule that may conflict with the schedule, please discuss it with the director **BEFORE** you commit to the activity. Remember: We will be as flexible as we can but you must **COMMUNICATE!**
3. Once the season begins, attendance is mandatory at all functions.
  - a. **Unexcused** absences will have a negative impact on your grade.
  - b. **Excused** absences may be made up for credit.
  - c. If you have an **unexcused** absence from rehearsal during the week, you will not perform in the performance that week and it will affect your grade.
  - d. If you have a second **unexcused** absence from a rehearsal, you will be dismissed from the marching band and fail the course.
  - e. An **unexcused** absence from a performance may result in your dismissal from your performing group at the discretion of the director.
  - f. For Student Leaders, 1 **unexcused** absence from rehearsal will result in loss of student leader status.
  - g. For the parents: While we recognize the importance of discipline, we would ask that you do not punish your child by not allowing them to attend a practice or performance. Doing so punishes the entire group and hurts the group's chances for success. We would request that you please choose disciplinary measures that limit the punishment to your child only. A practice missed because of punishment will have to be considered unexcused. We ask that you please take this into consideration before allowing your child to join this activity.
4. Emergency situations that arise will be dealt with on an individual basis by the appropriate staff member or band director.

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## **Grading**

All students receive 1 credit for participation so please make sure it is on your academic schedule! Marching Band is a year long course that includes the following items to be assessed each day.

1. Attendance
2. Punctuality
3. Participation/Preparedness/Attitude
4. Assigned Work (music marking, drill books, dot books)
5. Playing Assessments
6. Visual Basics Assessments

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## **Behavior**

The Christina School District Code of Conduct is in effect at all times. This includes at rehearsals, performances, band trips, and bus rides to and from other venues. A copy of the Code of Conduct is maintained online at [www.christina.k12.de.us](http://www.christina.k12.de.us) and in the Director's office should any student or parent need to reference specific items.

Remember, in and out of uniform, you represent the best that the Christina School District, and specifically, the Newark High School music program have to offer. Be sure to conduct yourselves in a manner that is becoming of a young professional!

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## Uniforms

Band uniforms are designed to give a uniform appearance to all band members. Full uniformity DOES NOT allow for individual variation in dress. Therefore, all band members must look as much alike in uniform as possible. In order to achieve this end, all uniforms must fit and be worn in a uniform manner. LOOKING professional is just as important as ACTING professional.

At the beginning of the season, you were issued your marching band uniform. In order to be considered “complete”, your uniform must consist of the following items:

1. Shako (Hat)
2. Blouse (Jacket)
3. Golden Cumberbund
4. Bibbers (Pants)
5. Black Gloves
6. Black Socks
7. Dinkles (Shoes)
8. Show Shirt
9. Rain Jacket (provided in the event of rain)

Band uniforms, for the most part, are owned by the school and loaned out to individual students with the understanding that they will be taken care of. Maintenance will be monitored closely. This demands that while a student is in possession of a uniform, responsible care will be exhibited concerning the wearing and storing of the uniform. Students are restricted from wearing the uniform anywhere that is not a band activity and nor may they allow other individuals to wear any part of the uniform. The purpose of a uniform is so that everyone looks alike. Because of this, all pieces of the uniform will be worn correctly at all times.

Colorguard uniforms are themed and custom made for our show each year. Information regarding these items will be handled via the Colorguard instructors.

IN A STUDENT FAILS TO COMPLY WITH ANY OF THE ABOVE RULES OR THEIR UNIFORM IS NOT UP TO THE ESTABLISHED STANDARDS, THE **WILL NOT** BE ALLOWED TO PERFORM.

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## **WEARER’S RESPONSIBILITIES AND DUTIES**

1. **ALL** parts of the uniform must be worn at **ALL** times unless otherwise indicated by the director. No individual variation in uniform wear will be allowed.
  2. No chewing gum in uniform.
  3. Jewelry is **NOT** to be worn while in uniform. No nail polish! (exception: guard make up)
  4. No bandanas, skull caps, etc. are to be worn underneath the Shako. Individuals with long hair must use hair ties, (black or hair color) etc. to pin their hair up and keep it tucked underneath.
  5. While you did pay a one time dry cleaning fee at the beginning of the year, these uniforms will not be officially be sent to the dry cleaners again by the school until the end of the season. Therefore, it is the student’s responsibility to maintain the uniform’s appearance in between performances. **Any uniform ruined due to improper care shall become the student’s financial obligation.**
  6. Dinkles should be free of dirt, mud, dust, etc. and maintain a shiny appearance at all times. This can be EASILY accomplished with a wet cloth and a small bottle of KIWI shoe polish. Your shoes **WILL** be inspected before a performance.
  7. Examine your uniform after each performance. Report any discrepancies (rips, etc) to the Band Boosters immediately. Ensure that you allow the uniform parts are accounted for prior to submitting the Uniform back into the Uniform Room.
  8. Use a garment bag as required to store and transport your uniform. Keep your dinkles in your Dinkles box, labeled with your name.
  9. Take your dinkles HOME. The Band Room, practice rooms, instrument lockers ARE NOT your personal clothing closets.
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## **EXPENSES**

Please note due dates and "checks payable to" information!

### **BOTTOM LINE UP FRONT:**

**Approximate** cost for a **NEW** Band or Colorguard Member: \$150

**Approximate** cost for a **RETURNING** Band or Colorguard Member: \$100

*\*This price is **APPROXIMATE** and might be higher or lower depending on what items a student may need to purchase or replace for both guard and band members!*

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### **BAND MEMBER ITEMIZED EXPENSES:**

#### **Participation Fee = \$100.00 - Checks payable to NHS Music Boosters**

**Who needs to pay:** ALL members

**Due:** August 2nd

This fee covers expenses for the marching season. Included are costs for food, supplies, performance costs, and other miscellaneous items needed for rehearsals and performances. This fee also covers the expense of having each marching band uniform dry-cleaned AND the cost of a Band T-Shirt that will be issued to each student, along with a new pair of performance gloves.

#### **Band and Uniform Supplies = aprox. \$50.00 - Checks payable to NHS Music Boosters**

**Who Needs to pay:** New members and returning members who need replacements.

**Due:** August 2nd

**Covers:** A pair of Marching Performance Shoes (Dinkles). This will also include a Lyre and Flip Folder for your instrument.

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### **PERCUSSION MEMBER ITEMIZED EXPENSES:**

#### **Participation Fee = \$100.00 - Checks payable to NHS Music Boosters**

**Who needs to pay:** ALL members

**Due:** August 2nd

This fee covers expenses for the marching season. Included are costs for Vic Firth Marching Sticks, Evans Real Feel Practice Pad, food, supplies, performance costs, and other miscellaneous items needed for rehearsals and performances. This fee also covers the expense of having each marching band uniform dry-cleaned AND the cost of a Band T-Shirt that will be issued to each student, along with a new pair of performance gloves.

#### **Band and Uniform Supplies = \$60.00 - Checks payable to NHS Music Boosters**

**Who Needs to pay:** New members and returning members who need replacements.

**Due:** August 2nd

**Covers:** Marching Performance Shoes (Dinkles), Vic Firth Marching Sticks, Evans Reel Feel Practice Pad

**COLORGUARD MEMBER ITEMIZED EXPENSES**

**Participation Fee = \$100.00 - Checks payable to NHS Music Boosters**

**Who needs to pay:** All Members

**Due:** August 2nd

This fee covers expenses for the marching season. Included in are costs for Field Show Uniforms, food, supplies, performance costs, and other miscellaneous items needed for rehearsals and performances. This fee also covers the expense of a Band T-shirt that will be issued to each student along with the purchasing a colorguard uniform and silks.

**Guard Supplies = aprox. \$50**

**Who needs to pay:** New members and any returning members that need to replace items.

**Due:** August 2nd      **Covers:** Shoes, Gloves, Undergarments, etc.

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Please note that if any family is having financial difficulties or is unable to pay by a certain date, that accommodations can and will be gladly made. Please communicate these concerns to Mr. Archer as soon as possible and a solution will be found. **NO STUDENT WILL BE DENIED MEMBERSHIP FOR FINANCIAL REASONS** -- these situations can always be solved as long as we communicate with each other. Again, if these costs are in any way a financial hardship or might “tip the scale” towards the non-participation of a student, please contact Mr. Archer to discuss options such as payment plans.

Questions?

(302) 373-6810

[michael.archer@christina.k12.de.us](mailto:michael.archer@christina.k12.de.us)

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## **Fundraising and Trips:**

By participating in band, students have the opportunity to participate in a wide variety of performances. Some of the costs associated with these performances involve travel and expense beyond the normal scope of the school budget. In order to participate in these events, students may be asked to help raise funds for their portion of the costs. **If a student decides not to participate in a fundraiser, that student will need to find alternative means for contributing toward the trip cost or other expense.** Remember, it's up to you to put the FUN in FUNdraising!

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## **Required Equipment:**

*Note: Items such as binders can be purchased or repurposed*

Band Camp and Rehearsals (all-members):

- Instrument, Rifle, Flag, sabre, etc...
    - To include any required supplies (reeds, oil, etc.)
  - Music
  - Drill
  - Binder
  - Dot Book (3"x5" notecards or small notebook)
  - Colored Circle Stickers
  - Plastic Page Protectors
  - Flip Folder w/ Lyre
  - Pencil
  - Highlighter
  - Black Sharpie
  - Sunscreen (SPF 30 - 45 recommended)
  - Lip Balm WITH sunscreen
  - Water Jug...we recommend gallon size or LARGER
  - Weather Appropriate Clothing
    - Light colors work best in the summer
    - Wear layers in the colder months!
  - Hat - *required for all outdoor rehearsals*
  - Sunglasses - *required for all outdoor rehearsals*
  - Sneakers with socks REQUIRED by all members. NO SANDALS or CROCS!
  - Required medicines (inhalers, epi-pens, etc)
  - Lunch for Band Camp, or Lunch Money
-

## ***Parent Support and Responsibilities***

The participation of your student in this program will hopefully prove to be not only rewarding for your student but for you, the parents and guardians, as well. Please help us in establishing the proper attitude, showing support for what your child is doing by attending performances of the ensemble, and encouraging your son or daughter to practice at home.

The **Band Booster** organization is another great way to get involved with your child's activity. We will need help chaperoning, building props, moving equipment, hosting our our events, etc. More information will follow from the Band Boosters!

Most of all, we welcome parental support as a cheering section when we perform. Parents are always welcome and encouraged to come at the end of rehearsals to listen. We are proud of what our students accomplish and we know that you will be also!

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# **NHS Band Medical Form - DUE FIRST DAY OF CAMP**

Student's Name: Last \_\_\_\_\_, First \_\_\_\_\_ Class (Circle): Fresh Soph Junior Senior

Birthdate: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Parent Home Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Mother's Name and Cell #: \_\_\_\_\_

Father's Name and Cell #: \_\_\_\_\_

If parents cannot be reached call:

1. Name, relationship: \_\_\_\_\_

Phone: \_\_\_\_\_

2. Name, relationship: \_\_\_\_\_

Phone: \_\_\_\_\_

Physician Name and Phone #: \_\_\_\_\_

Medical Insurance Info (Carrier, #, etc...): \_\_\_\_\_

List **any** medical problems/conditions: \_\_\_\_\_

List **any** prescription medications that the student is prescribed: \_\_\_\_\_

List **all** allergies (medications, food, etc...): \_\_\_\_\_

List any medication you would NOT like to be given to your student:

If I cannot be reached, I agree to assume all expense for moving and medically treating my student. I also agree to consent to any treatment which may be carried out based on the medical judgement of the attending physician.

Parent/Guardian (Print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_



**NHS Booster Participation Form**

If you have a child in any of the band/guard programs, you are a booster parent!! Please take the time to fill out his form. This gives us the correct means of contacting you and keeping you informed as to all of the wonder and exciting things we do. Help is always needed and extremely appreciated!! It can be from very simple tasks to chairing fundraisers, etc. Every parent voice is heard and we welcome all ideas to help support our wonderful program and extremely talented children! We also hold monthly meetings to keep everyone up to date on what is happening with the programs and to welcome fresh ideas.

PLEASE PRINT:

Parent Name(s): 1. \_\_\_\_\_ 2. \_\_\_\_\_

Parent Phone(s): 1. \_\_\_\_\_ 2. \_\_\_\_\_

Address: \_\_\_\_\_

Email Address(s): 1. \_\_\_\_\_ 2. \_\_\_\_\_

Student Name(s) & Grade: \_\_\_\_\_

Which of the following are your students involved (circle):

MARCHING    GUARD    JAZZ    PERCUSSION    ORCH    CHOIR    PIANO    GUITAR

As Boosters, we have many different roles to be filled.  
All information is communicated through our gmail account [nhsmusic@googlegroups.com](mailto:nhsmusic@googlegroups.com)

Webstite: <http://www.nhsmusic.net/>  
Facebook Pages: Newark High School Marching Band  
Newark High School Music Program  
Instagram: newark\_music  
#newarkmusic

Remind: @yjmusic

We also send out open slots for event through Sign Up Genius which gives you the opportunity to sign up for specific events, dates, times, jobs, etc.

The follow are just some of the committees that are always in need of help. If you have a specific interest, please check off and a board member will be in touch.

**Chaperones:** Chaperones help by assisting the performing groups in any way needed. They following events require chaperones: Football Games, Parades, Festivals, Competitions, Tours/Trips, Public Performances. As Chaperones are required...a sign up will be sent out and is first come first serve. **I am interested!** \_\_\_\_\_

**Booster Table:** At times, we have tables set up at certain events to sell merchandise, 50/50 during football games and some concerts, etc. **I am interested!** \_\_\_\_\_

**Uniforms:** Help is always needed fitting uniforms at the beginning of the year, issuing uniforms for performances, collecting uniforms after performances, doing final collections at the end of the season, and transporting to and from for cleaning. **I am interested!** \_\_\_\_\_

**Sewing:** Yes, we sometimes have to do minor uniform repairs and are always looking for people who can sew or own a sewing machine. We also may need assistance pinning and measuring. **I am interested!** \_\_\_\_\_

**Fundraising:** We rely on fundraising to subsidize the expenses of the program. We try to have something every month. Ideas are always welcomed. **I am interested!** \_\_\_\_\_

**Hospitality:** I am willing and available to help organize meals/snacks for band camp, long days, banquets, and other events we may wish to incorporate food. **I am interested!** \_\_\_\_\_

**Pit/Equipment:** All equipment needs to be moved on the field during football games and competitions so we are always looking for people to help our students get this accomplished in a timely manner. **I am interested!** \_\_\_\_\_

**OTHER:** Is there anything that you like to do that is not mentioned above? Please jot it down. We love all talents!

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**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please return this form to Mr. Archer so it may be passed on to the Band Boosters! We welcome all parents and want to let you know that being a part of the Boosters is a wonderful experience.**



**NEWARK HIGH SCHOOL MARCHING BAND CONTRACT**

In order to insure that we have a successful season of rehearsals and performances, we, the NHS Marching Band staff, have established the following handbook. By signing the contract below, we acknowledge that we have **READ, UNDERSTAND,** and **ACCEPT** the policies of the NHS Marching Band including:

- Philosophy
- Attendance
- Schedule
- Behavior
- Expenses
- Uniforms
- Equipment
- Requirements/Expectations
- Parent Support & Responsibilities
- Grades

Further, we understand that participation in this program requires that the following paperwork and participation fee must be submitted **NO LATER THAN AUGUST 2ND.** Should any fee prove to be an excessive financial burden, Mr. Archer must be made aware prior to the start of camp so arrangements can be made. Please use the checklist as a reference.

**Administrative Checklist**

Items to return no later than August 2nd, 2019

- |   |
|---|
| <ul style="list-style-type: none"><li><input type="checkbox"/> Handbook Contract</li><li><input type="checkbox"/> Medical Form</li><li><input type="checkbox"/> Participation Fee</li><li><input type="checkbox"/> Booster Participation Form</li></ul> |
|---|

*(for staff only)*

**Student & Parental Approval**

**We have read AND understand all requirements as put forth in the above document,  
give permission to NHS Music for the events hosted by its programs,  
and we understand that membership in this ensemble is a commitment and a privilege.**

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Parent Name

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

**Please detach and return with all required items/fees to Mr. Archer by August 2nd 2019**