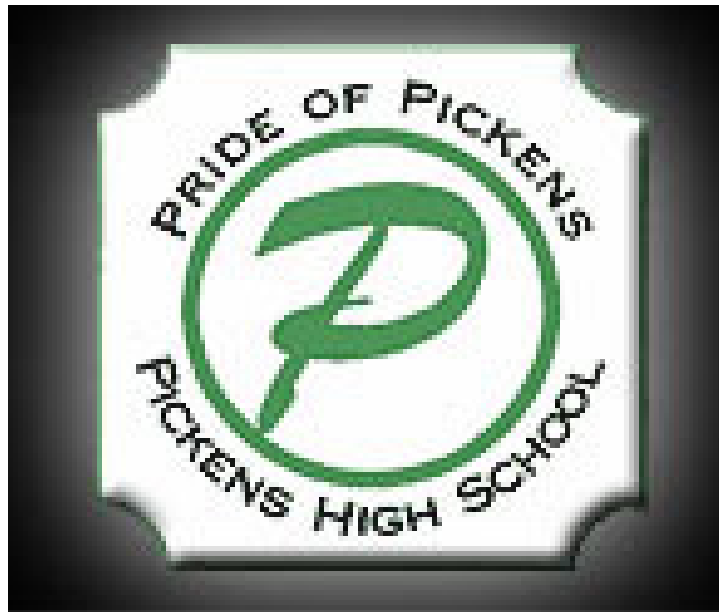


# Pickens High School Pride of Pickens Band Handbook 2011-2012



This handbook belongs to: \_\_\_\_\_

## **Pride of Pickens Bands**

500 Dragon Drive  
Pickens, GA 30143

[www.prideofpickens.org](http://www.prideofpickens.org)

Phone: (706) 253-1800, ext 154

**\*\*\*DISCLAIMER: A few things that are highlighted were part of where I last taught.  
Once PHS leadership is selected, we will review these policies.**

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## Why Band?

What is a band? What makes band different from other courses in the school curriculum? What are the benefits of the band to the student and the student body? Why music?

First, a band is a group of individual instrumentalists working together toward a common goal. That goal is to perform music in such a way that is aesthetically pleasing to both performer and listener, is true to the intentions and inspirations of the composer and at the same time advances the skill of the individual player. Band differs from other courses in the curriculum in that it requires more time, energy and commitment than almost any other subject or activity. A student who joins the band must be prepared not only to attend regularly scheduled rehearsals, but also extra rehearsals, sectionals, and put in a large amount of individual practice away from school. For a band to reach its potential, each player must be completely dedicated to the organization, to its ideals and standards, and to its members.

In spite of the great demands placed on the student, the benefits they gains from band justify the cost. Band is the only course that reaches all aspects of the student's mind including the intellectual, the physical, the psychological, the spiritual, the emotional, and the social. Band has the potential to expose the student to the arts, which are the only lasting aspects of our culture. In band the student learns an appreciation of music through performance, repertoire, interpretation, and trained listening. Band teaches discipline of mind and behavior. Playing an instrument combines coordination of mind and body to a greater degree than any other single activity. Through the band experience, the student learns techniques of artistic discrimination, judgment, insight and problem solving. As well as teaching the benefits of hard work, band can also be a form of recreation and a much-needed creative outlet.

Participating in band gives a student a sense of belonging and an opportunity to be a part of something that is bigger than themselves and better than any of the individual parts. It puts them in a position of responsibility and gives them an opportunity to achieve. Through band a student can raise their self-concept and develop confidence by knowing that they are an important part of the sum total.

Because of the variety of people who join the band, it becomes the embodiment of all society. All variations of human nature and behavior can be found in the members of a band program. Through contact with these different individuals, a student enriches their own personality and learns to work and live successfully in cooperation with others. The band offers opportunities to develop leadership skills and is a means to help students become responsible adults. It offers students a sense of purpose, values, and discipline.

The band serves to represent the school and community. More people see the band than any other program or school organization. Because of football games, parades, and concerts it is continually before the public and acts as the chief booster of school spirit. In many ways, the band acts as a showcase for the school's achievements and successes.

The staff of the Pickens Band Program are committed to providing you with as many musical opportunities as possible. We feel that this is your band and these experiences are at your disposal, but you must make the decision to claim them. You must follow up that decision to be a band member with dedication, practice, and hard work. Your involvement in the band program provides you with an opportunity to instill in all people an awareness of music's important role in the enrichment of the human spirit. Being involved in a band program is an activity in which you can participate for your entire life. The benefits available to you through music and its countless variations are limitless. It offers opportunities and rewards that no other disciplines can provide.

Thanks for all of your support, help and understanding,

Michael P. Oubre  
Band Director

LETTER FROM MR. MCDONALD to come soon! 😊

Eddie McDonald, Principal

# Pickens High School Bands

500 Dragon Drive, Jasper, GA 30143 706-253-1815, ext. 154

Michael Oubre, Director  
[michaeloubre@pickens.k12.ga.us](mailto:michaeloubre@pickens.k12.ga.us)

Dear Pickens Band family,

Welcome back for a great year with the Pickens Band! I'd like to extend a warm welcome to the upcoming students who will be new to the school this coming year and an even warmer welcome to the returning students who have helped make this program what it is today. One of the greatest thrills in my life, besides my family, is getting to teach students in band and to be here at Pickens High School. I truly love my job and what I get to do every year as a teacher.

It's going to be a different year and one with many changes, but many things staying the same as well. Before I came to Pickens, I knew of its reputation around the state and great things Mr. Gallagher had done while he was here. With a new Superintendent comes a new Principal and a new band director. I will be working towards developing a new student leadership system to aid in the operation of our band program. I will expect our leadership to do even more in the day-to-day operation of such a big and successful organization. I know that they are up to the challenge and will be instrumental (pun totally intended) on helping us to achieve our goals and dreams.

I am eager to see what this year will bring. With another year of raising the bar with the music we perform and the way we develop as an ensemble, it looks to be another SUPERIOR year. So students, ARE YOU READY?

This handbook is for all of us as a way of communicating the great amount of information needed to keep such a large program running smoothly. Please keep this handy and do everything you can to learn the rules and regulations of this program- it will be beneficial! This is reviewed, re-written and fixed every year by YOUR band leadership and it contains all of our policies and procedures. Our presence on the web is [www.prideofpickens.org](http://www.prideofpickens.org) Check it often!

Let me take this opportunity to invite you to our Band Booster meetings. As a parent, you are automatically a Band Booster; there are no applications or membership dues for this organization. Our Boosters are the most wonderful people imaginable, always going that extra mile to support the students. Many parents donate countless hours and tremendous energy in order to make band a worthwhile activity for the students. Now, more than ever, we need help. The booster club has a large instrument purchase debt to pay off and many fees were uncollected over the past three years. We need to eliminate that debt so we can move forward for future purchases...like uniforms. Ours are over ten years old and new ones are needed. Please become active and involved with what your children spend so much time doing. The Booster Club has already become more active and they want more help! Parents- ARE YOU READY?

So, to all of the parents reading this: THANK YOU! The support and encouragement that you provide your children is more beneficial than you can imagine. It is wonderful to see your parents at all the games and contests. In this day of budget cuts, changing curriculum and a lack of funding for the arts, music programs especially need the support of our biggest fans. Please continue to encourage and support your students' musical involvement- even if they don't become teachers or professional musicians, the life skills they learn from being in a band program such as this can never be forgotten.

Thank you to all students and parents who sacrifice so much to make this band SUPERIOR!

Thanks for all of your support, help and understanding,

Michael P. Oubre  
Band Director

## **I. FOREWORD**

The Pickens High School Band Handbook is designed with the following objectives in mind:

- To help avoid costly delays, loss of time, and misunderstanding due to a lack of awareness of policy and procedures.
- To serve as an operational guide for the students, parents, and directors.
- To develop a systematic approach to the teaching and organization of the high school instrumental program.

### **Leadership (This isn't just for the elected and appointed leaders- it is for everyone)**

*“Leadership is not something you do, leadership is something you are. Leadership is doing what needs to be done, when it needs to be done, whether we want to do it or not, without anybody asking.”*

Dr. Tim Lautzenheiser

## **ORGANIZATIONS**

The Pickens High School Bands are the primary performing groups of the high school grades 9-12. The band serves as both a marching unit and these concert organizations: the Symphonic Band, Wind Ensemble, Concert Band, Percussion Ensemble, Freshman Band, Basketball Band, Chamber Ensembles, Marching Band and the Jazz Band and Combo. Selection and placements in the bands will be determined by auditions and/or recommendation of middle school director.

The Color Guard and Drum Line/Pit are subsections of the marching band. Members of these groups are selected by audition every spring. These members must meet skill, academic and behavioral requirements.

## A STATEMENT OF BAND POLICY

We firmly believe that the student should improve through daily practice. In the band program we feel that when the student has lost the will to improve themselves in order to make a better contribution to his fellow band member, they are perhaps wasting the time of the school, their fellow students, and the community by continuing in this program. We are firmly convinced that the happiest students are the ones who are improving themselves through regular habits of practice and daily progress. They must not only know right from wrong, but must be able to stand for their principles. They must develop a high sense of purpose toward which they is willing to work. We intend to conduct the band program in a manner that will encourage all students to achieve these goals. Taking private lessons from a specialist is strongly recommended for all students.

## THE BAND MEMBERS' RESPONSIBILITY TO THE BAND PROGRAM

Students participating in any band event will:

1. Be considered on campus and must follow the behavioral guidelines set forth in the student handbook of PHS.
2. Be regular in attendance and account for all absences in writing.
3. Make a real effort to learn and improve daily.
4. Become responsible for and expect to assume the consequences of your actions.
5. Be personally clean, neat, and dress appropriately.
6. Have and show the proper respect for those in authority.
7. Follow all classroom rules, school regulations\*, and all travel instructions issued for trips.
8. Be honest and fair in dealing with others.
9. Cooperate with fellow members and share with them the responsibilities and privileges that are a part of the band program. Included responsibilities are: helping each other with preparation of performances, tear down after performances, keeping up with music and materials, keeping band area clean, assisting librarians, etc.
10. Read and play music with insight and expression.
11. Improve your knowledge and understanding of music theory, harmony, and history, as well as develop good listening habits.
12. Keep your instrument in good playing condition at all times. This includes having all needed materials and equipment.
13. Keep band uniform clean and in good repair.
14. Uniforms must be maintained as to the standards and procedures told to you in class.
15. School instruments become the full responsibility of the student who is assigned that instrument. The school accepts NO responsibility for individually owned instruments stored at school. **If you have to share an instrument, it is the responsibility of both members using the horn to assume responsibility for damage or needed repair.**
16. All members will be expected to do their part in all projects the band undertakes for fund raising.
17. Students are expected to be in full uniform in public, except when otherwise approved by the director.
18. Students new to the high school will be expected to purchase black concert clothes (shirt, pants, sox, shoes, belt) or a concert black dress (women).

\* **Students may not participate in band performances unless they are in attendance in school at least 1/2 day on the day of that performance (see School Handbook).**

## BAND RULES

1. While in uniform your behavior is expected to be appropriate for a Pride band member.
2. The use of tobacco in any form is not permitted at any band function. Use of tobacco will remove you from the group.
3. There will be no drug and/or alcohol use at any time at any band function. Use of either will remove you from the group.
4. **Foul language, profanity, and obscene words and gestures are unacceptable behavior.** First offense is a warning from the section leader and the second offense will be a conference with the band director.
5. Food, drink (except water), or gum is not permitted in any band rehearsal or in the stands for marching band performances or band area.
6. A student who chooses to join the Pickens Band Program assumes responsibility along with his/her parent or guardian of all equipment and uniforms issued to them that belong to the school.
7. The parents or guardian along with the student should understand that all performances must be attended unless the director has been notified, presented with a valid reason for the absence and has approved the absence.
8. Band members should respect the bands from other schools and should be supportive of their performances.
9. Students may not bring back food for members of the band missing third quarter break.

## **PUBLIC DISPLAYS OF AFFECTION:**

1. **Student public display of affection will be limited to hand-holding only. This applies to all classes and band functions.**
  - a. **First Warning: Verbal**
  - b. **Second Warning: Marching Band- issuing of laps at the directors discretion**
  - c. **Second Warning: Concert Bands- repeated infractions will result in a referral and/or parent conference.**
  - d. **Third Warning: (either group)- possible removal from that activity**

## **II. MARCHING BAND**

### **PROPER WEARING OF UNIFORM**

1. **Wear jacket zipped all the way up or take it completely off. Pants and shoulder straps should be worn all the way up.**
2. Never leave uniform lying around. Hang it up or wear it.
3. Have on the current year's band shirt or section shirt at all times when in uniform. Section shirts must be approved by the band director before being ordered.
4. Shakos should be carried upright when not being worn and not carried like a bucket. Carefully place your shako upright when not on your head or in the storage boxes.
5. Treat your instrument and uniform with pride and respect.
6. See requirements for passing inspection.
7. **Band jackets may only be worn traveling to or from games. Band letter jackets are not to be worn in the stands. Guard girls can wear band jackets or "band hoodies" in the stands due to the nature of their uniforms.**
8. Uniforms will be checked, as described in band class, for proper storage in the uniform bag. Penalty for improper storage will be laps and/or loss of letter for repeated infractions.
9. Uniforms on the bus can include no jacket, but the shoulder straps must be on the shoulder. Pants should never be taken completely off. Whatever the chaperons say to do is the law, even if it differs from this.
10. Guard may wear either the band shirt or the guard section shirt.

### **REQUIREMENTS TO PASS INSPECTION**

#### **A) WOODWIND , BRASS, PERCUSSION- all uniform numbers MUST be memorized.**

1. Black socks that are at least to mid-calf. **NO ANKLE SOCKS.** We must not see skin on your leg when you sit.
2. Clean, non wrinkled uniform and no missing pieces.
3. Clean shoes (must be **band** shoes unless approved by the Director)
4. Clean, smudge free hat brim. **Berets for sousaphone players.**
5. Must be able to identify hat, jacket, gauntlets, pants and any other numbered part.
6. Clean band t-shirt or section shirt.
7. Hair must be worn in such a manner as not to touch collar of uniform with hat on. Any item used in the hair must be black, red or match the natural hair color. **NO DYED HAIR THAT IS NOT A NATURAL COLOR!** Hair bows that are black, clear or matching hair color may be worn. Hair may be worn down in the stands.
8. **Instrument must be clean, functional and in good playing condition.**
9. Students who are late to inspection should be inspected by the appropriate person ASAP after their arrival. It is the student's responsibility to see to this.
10. Jewelry should be small, unobtrusive and tasteful. Ear studs must be black, silver, gold or clear. Piercings other than an ear piercing will be reviewed by the directors as to appropriateness.
11. No nail polish. **NO EXCEPTIONS.**
12. Black gloves. **Wrist bands if you are a percussionist.**
13. Pants must be hemmed by the first game if needed.
14. Clear poncho- this may be bought from the band or on your own.
15. **If you choose to carry anything into the stadium, it can only be done in your band book bag.**

#### **B) COLOR GUARD**

1. Clean and wrinkle-free uniform that is hemmed properly.
2. Black socks or pantyhose- no footie socks.
3. Black guard shoes as mandated by the director.

4. Makeup, jewelry and hair requirements will change depending on the theme of the show and all must match.
5. Equipment must be clean and in performance condition.
6. No jewelry other than an ear studs. See above rule number 10.
7. Pants must be hemmed by the first game and this is the member's responsibility.
8. Clear poncho- keep in guard bag.
9. Tattoo's are highly discouraged but must be covered if they are visible.

### **INSPECTION**

The Captains will inspect the officers. They will in turn inspect section leaders, and the section leaders will inspect the ranks. Section leaders report to the Secretary.

### **USE OF SCHOOL-OWNED INSTRUMENTS/EQUIPMENT**

Students playing on an instrument owned by the school at the director's request for the purpose of helping balance the band's instrumentation will not be charged a fee. Those students will, however, be expected to:

1. Practice regularly
2. Accept the responsibility for maintaining the instrument in good playing condition (this means that any damage or repair work needed on the instrument while signed out to you will be at your expense.)
3. Be responsible for checking the instrument out and in properly.
4. In some cases students may be required to study privately on a regular basis from an approved teacher.
5. Cases may NOT be kept in cars overnight or weekends. The heat/cold of the a car may actually harm the instrument and you will be billed for its repair.

### **PASSING OFF OF MUSIC/WORK FOR THE FIELD SHOW**

1. Officers and section leaders must pass off to the band directors.
2. Once they have passed off, the section leaders may appoint up to two people to help them from their section to finish pass-off's.
3. Drum Major's are allowed to pass-off the band officers.

### **FOOTBALL SEASON**

Marching practice will be at PHS. The full band will practice on Tuesday's and Thursday's from 3:30-6pm. The Color Guard and Drum Line/Pit will also practice on Monday's from 3:30-6pm. Guard time may be different depending on the instructor.

Students with excessive absences may be suspended from performance. Decision as to length of suspension and/or disciplinary action will be determined by the director according to circumstances.

Students who are tardy will get laps after practice. Laps must be run at the end of each practice. SECTION LEADERS MUST STAY TO COUNT THIS. Students that have laps to run must run a minimum of two laps per practice to work off what they owe. Full band rehearsal time can be used at the discretion of the directors to pass-off music. All section leaders will check off to a band director or the sectional staff at camp. Section leaders may designate others in their section to listen to pass-offs after they have passed off their music. These people must be approved by the director. Section leaders who do not pass off cannot listen to people to check them off. A time prior to check-offs for the section will be set for the section leaders to check off.

### **All students who travel with the band must have medical authorization forms designating necessary information should medical treatment be necessary.**

Upon arrival to the band room before a game, students should check to make sure they have all necessary items and load their own equipment.

All instrumentalists are required to wear band pants and band t-shirt while on the bus. In case of bad weather, the students should be equipped with rain gear. Long-sleeve undershirts may be worn as long as they are black, green or white and fit completely underneath the uniform, out of sight. Before covering your uniform with a jacket or coat, take preliminary precautions for cold weather (for instance, thermal underwear or sweatpants/sweatshirt.) **Borrowing parts in order to pass inspection is considered to be failing inspection and no third quarter break will be granted.**

Bus captains will be appointed at the beginning of the season by the band director and the head chaperon.

After arriving at a game, the loading crew will exit bus and unload the truck. Students will exit the bus in full uniform and line up to file into the stadium. Students are expected to carry their own belongings in an approved bag.

Everyone is to remain in their section and to follow the instructions of those in charge. Precautions need to be taken to see that instruments are taken care of. Section leaders should appoint someone to handle placement of instrument cases. The band will be seated in a block. NON-BAND MEMBERS WILL NOT BE ALLOWED IN THE BAND SECTION. Chaperons will be near the band section should they be needed.

Unless otherwise directed, 3rd quarter will be given to the band for a drink break. This is the only time that the consumption of food and drink is allowed at the game. All students are to be back in their seats ready to play when the buzzer sounds at the end of the 3rd quarter. Only water is allowed back in the stands- no other food or drink is allowed. Pit members will need to be back in the stands with 8 minutes left in the 4<sup>th</sup> quarter due to re-packing of equipment.

Students who are late reporting to the band room prior to the departure, or who are late returning from the 3rd quarter break will not be allowed to have a 3rd quarter break at the next game. Students who miss the third quarter break are allowed to drink water if needed, but no eating or drinking from the concession stand. Pit members who miss 3<sup>rd</sup> quarter break will run four laps at the next band practice.

After the game, the band will file back in an orderly fashion and remain in this formation until instructions to load are given by the drum major. All percussion and low brass should assist in the loading of equipment at this time. **If a student wishes to return home after a game with his/her family, he/she must present a written statement to the director by the end of the Thursday rehearsal. These students are required to check out with the designated Chaperon before leaving. The person with whom they are riding should meet the student at the buses. Failure to comply with these guidelines will result in the student's losing the privilege of being able to go home other than by bus. (see section "Band Trips") The person you go home with must be an adult or a guardian acceptable to the directors.**

## FIELD RULES

- 1. Do not move or talk at attention. You are to be at attention unless otherwise notified.**
- 2. Do not sit down when at ease unless told you can do so.**
- 3. Do not be disrespectful.**
- 4. Do not talk while band director, drum major or section leader is talking.**
- 5. Make sure all needed materials are present at the beginning of rehearsal (lyre, flip folder, correct shoes, socks and music). A hat is strongly encouraged to have and a water bottle also. The absence of any required item will result in a lap.**
- 6. Coordinate cards MUST be worn correctly. This means no folding them, tucking them into pants or defacing them in any other way. Destruction of coordinate cards will result in laps and/or missing third quarter break.**
- 7. Dark clothing should NEVER be worn at camp or any marching band function that is outside. Inappropriate clothing will be determined by the directors (i.e. Black shirts, dark brown, blue, gray shirts, dark, heavy pants with 15 pockets and chains on them, anything we feel may be detrimental to your health and safety.) Penalties for breaking Number 7 include: First offense: warning, Second offense: laps after practice. *The only excused shirt that can be a dark color is any type of dry-fit shirt due to the qualities and features of those garments. It is still preferred to have no dark clothing on the field.***
- 8. Officers that do not have their drill charts provided to them by the band director will have one lap to run per offense. The secretary will check for this daily.**
- 9. If you fail to have YOUR instrument or equipment, you will automatically lose third quarter break.**
- 10. If you have a broken lyre or flip folder, you have one rehearsal from the time it is determined that it is broken to have it fixed or replaced without penalty.**

Failure to comply with these rules or any other policy in this handbook could result in the student being suspended or removed from the Band Program, depending on the severity of the situation.

The Band Directors are charged with the responsibility of reviewing each situation carefully and considering how each situation will affect the future and total Band Program in Pickens High School.

## PENALTIES FOR IRRESPONSIBILITY

1. If a student lacks any part of his uniform or equipment at the time of inspection, the first offense will result in the loss of his third quarter break. After the second offense, the student will lose the third quarter break for the rest of the season. If student needs any part of the uniform, he should see a chaperon at least thirty minutes prior to inspection. Gloves may be bought, and hats, coats, etc. may be borrowed; however, the student who borrows items must still lose their third quarter break (with the exception of those who buy gloves/wristbands in advance of the deadline time).
2. If a student is improperly dressed while required to be in full or partial uniform, they will lose third quarter break.
3. If a student leaves any part of his uniform or equipment unattended after a game, performance, trip, or other event, he/she will be given laps at the next practice.
4. Lost items must be replaced so the cost of the new item will be assessed.

## LOSS OF THIRD QUARTER BREAK

If a student is punished for any infraction of the handbook by the loss of third quarter break, the punishment will be carried out thusly:

1. The student will remain in the stands during the third quarter of the football game and not go to the concession stand or restroom until the 4<sup>th</sup> quarter and that will be for the restroom only.
2. The student will not be permitted to talk to other students, eat or drink anything other than water the band will provide for them.
3. Failure to serve for loss of third quarter break will result in the loss of third quarter breaks for the rest of the season, loss of earning the marching band letter, and a conference with the directors about the students' future in the band program.

## ATTENDANCE POLICIES

**If you are tardy, call ahead if possible and advise that you are going to be late. The band number is 706-253-1800, ext, 154.** Mr. Oubre's cell phone number, **FOR EMERGENCIES ONLY**, is **770-262-1672**. Upon arrival, go immediately to the rehearsal and sign in with the band secretary or your section leader. Be prepared to give the reason for your tardy. **We will call your parents if you are five minutes late or more.**

To leave the rehearsal early a written statement should be presented to and approved by the director before rehearsal begins. Punishment for tardies to marching rehearsal will be:

1. For the first unexcused tardy, laps will be assigned. One lap for the first five minutes late, two laps per five minute increment late thereafter.
2. For the second tardy, laps will be assigned and loss of letter.
3. For the third tardy, laps will be assigned and loss of letter with absolutely no making it up.
4. On the occasion of the fourth tardy, the student will be required to meet with directors and a parent may be involved as well.

**Lap punishments must be completed after the rehearsal they were given, unless the laps exceed 2. Section leaders will stay after rehearsals to count the laps and to report to the Secretary. Five or more laps in a given week will result in loss of third quarter break. Section leaders will track this.**

Excuses for absences include personal illness and death in the family. If you feel that your absence should be excused, and is not one of the previously stated reasons, see the directors. They will consider each individual's circumstances and respond with rationale if he is unable to excuse the absence. Written excuses are required for all absences immediately upon return. **All excuses for missed marching band events must be turned in by the Christmas Parade.** We do not share attendance records with the school. An excuse to the clinic will not make it to the band. Towards the end of the season, we will give you a recap of all absences and tardies.

Flag and percussion practices will be treated the same as normal band rehearsals. The section leaders will track this for continuity. The pit percussion should be at school a minimum of 30 minutes before any scheduled rehearsal or performance for loading.

## CONDUCT IN THE STANDS HOME AND AWAY GAMES

1. Arrive in the stands and stand at attention until the Drum Majors give you at ease.
2. Stay in your sections. **DO NOT** move around the band set. This causes problems with playing and broken instruments.
3. You are a member of the band. Do not do things that bring attention to you as an individual.

4. No visitors in the band set.
5. Play only as directed by the Drum Majors/Directors/Drum Captain.
6. Be attentive and follow instructions of Drum Majors/Directors.
7. No bad sounds ever from your instrument.
8. No food or soft drinks in the stands. (water is acceptable)
9. Play only your written part.
10. Playing in the stands is considered part of the performance. Everyone is expected to participate fully. Anything the band is doing in terms of dancing and support should be done by all. Homework and reading should be done at home. **All students WILL STAND during the game.**
11. Students should not have cell phones or portable music players out during the game.

#### **INSPECTIONS ON FRIDAY NIGHT GAMES AND CONTESTS**

1. Failing inspection on Friday night or Contests will result in loss of 3<sup>rd</sup> quarter for the first offense.
2. The second occasion of failing inspection will result in the loss of your band letter for the year.

#### **OTHER ITEMS ABOUT MARCHING SEASON:**

1. The band room doors will be locked no later than 10 minutes prior to the beginning of any practice. Being late or not having your instrument/equipment will result in the appropriate and outlined penalties.

### III. Band Officers and Offices

#### BAND OFFICERS

All candidates for office must have the approval of the band director before elections are held. All students elected or appointed to leadership positions must apply each year to maintain their position.

#### THE BAND COUNCIL (Student Leadership Team)

The band council is comprised of the Captain, Co-Captain, Drum Major, Assistant Drum Major, Secretary, Property Officer, Librarians, Section leaders, Uniform Officer, Publicity Officer and Freshman Representative.

**1. CAPTAIN** - The Captain is the highest-ranking officer of the overall band program and should be an outstanding member of the class. They must be an average or better musician, be a member of the Symphonic Band, and be a Senior the next school year. They must have good attendance and a positive attitude. They must have been a member of the band for the previous three years and must have lettered all three years. They must also have the ability to work well with others and must have auditioned for first round all-state auditions during the year that nominations take place. **They are chosen by the band director.**

##### DUTIES:

1. Helps maintain discipline in the band room and on the field.
2. Assists Directors in organizational and administrative tasks.
3. Distributes inspection sheets on all games and secures tuners for the games.
4. Verifies that other officers are meeting their responsibilities.

**2. CO-CAPTAIN** - The Co-Captain is the second highest-ranking officer of the band. They must have auditioned for first round all-state auditions during the year that nominations take place. The Co-Captain must be a senior or a junior the next school year. **They are chosen by the band director.**

##### DUTIES:

1. Assists directors in organizational and administrative tasks.
2. Reserves seats for and greets the visiting band if needed.
3. In charge of Big and Little Siblings organization.
4. In charge of roping off the band sections in the stadium at home.

**3. DRUM MAJORS** - The Drum Major is not an elected officer. He/she must go through an audition each school year at the discretion of the band directors. He/She must be a member of the Symphonic Band. They must have auditioned for first round all-state auditions during the year that nominations take place. **They are chosen by the band director.**

##### DUTIES:

1. Acts as field leader of the Marching Band.
2. Assists in the teaching of basic marching fundamentals.
3. Assists in maintaining good discipline in the band.
4. Assists directors in organizational and administrative tasks and 3<sup>rd</sup> quarter break supervision.
5. Disseminates information among section leaders. Works closely with band Captain and Co-Captain; cooperating with responsibilities which overlap.

**4. SECRETARY** - The student can be a Sophomore or older during the year that nominations take place and the student does not have to be in the Symphonic Band. **(this position is elected by the students)**

##### DUTIES:

1. The secretary is responsible for all attendance and record keeping.
2. Is available to assist in the band office by fulfilling these responsibilities before and after rehearsals and performances.
3. Must meet with the directors to update the records in the computer.

**5. PROPERTY OFFICER** - The Property Officer is a very important officer of the band. They must be able to take on the responsibilities assigned to them. They may select people to work with him. **(this position is elected by the students)**

##### DUTIES:

1. Responsible for making sure all necessary equipment is in order for each rehearsal & public appearance.
2. Helps with travel arrangements.
3. In charge of loading crew, appointed by the Property Officer. Facilitates loading for ALL events.
4. In charge of maintenance of the band storage facility and all property we use.

**6. LIBRARIAN** – This person is the librarian for all band ensembles. The librarian will be elected by the band

members. They may delegate others to assist them in their duties. **(this position is elected by the students)**

**DUTIES:**

1. Helps with issuing of music.
2. Handles record keeping that deals with music library.
3. Sees that all music is filed in good order.

**7. SECTION LEADERS – They are chosen by the band director.**

**DUTIES:**

1. Responsible for their particular section during marching season.
2. Help individuals with their parts.
3. Check off parts for their section during marching season.
4. Supervises uniform issuing and collection before and after games.
5. Responsible for overall attitude and contribution of their section to the marching band.
6. Applicants are evaluated and appointed by the directors.
7. Section leaders check uniform bags as specified by the directors or uniform officer. They will also turn in a list of infractions to the uniform officer.
8. Section leaders stay after rehearsals to assist in counting laps for the secretary.
9. They may appoint helpers to assist in the uniform inspections and pass off's- no more than 2.
10. Responsible for designing a section t-shirt if the section wants one. They also collect all the money and order the shirts on their own. This is not a band director responsibility.
11. Remediation sessions are the responsibility of section leaders.
12. Section leaders will remind their sections to stay after each game in order to make sure all uniforms are inspected and hung properly before any of the section members may leave.

**8. FRESHMAN REPRESENTATIVE-** This officer is elected by 9<sup>th</sup> grade marching band members once school has started during the week before the first game. This person represents the interests of the freshman class.

**DUTIES:**

1. Must work with the co-captain and/or drum majors to set up visiting bands bleachers and the PHS Band bleachers prior to all home football games.
2. Greet the visiting bands at home games and guide them to their seats, assist other officers in the stands.
3. Places row signs for our band and visiting bands.

**9. UNIFORM OFFICER-** The uniform officer is responsible for issuing and maintaining inventory of all band uniforms. This person works closely with the band directors and the uniform officer for the band booster club. **(this position is elected by the students)**

**10. PUBLICITY OFFICER-** The publicity officer will be responsible for taking pictures at every band event, maintaining memorabilia for the band banquet and video, posting signs about upcoming band events and concerts, contributing content to the website and any other work deemed to fall under this category. **(this position is elected by the students)**

**11. BUS CAPTAINS -** The bus captain is responsible for checking attendance after each loading of his bus and reporting to the Head Chaperon all absences. Supervises cleaning of the bus at end of the trip. Reinforces the bus travel rules and maintains discipline on the bus. The captains will be chosen at the discretion of the head chaperon.

\*\*\*Band officers and section leaders will meet with the visiting band leadership during 4<sup>th</sup> quarter.

**GUARD POSITIONS**

**1. CAPTAIN -** This position is auditioned and may be re-auditioned at the discretion of the directors.

**DUTIES:**

1. Assists in teaching of drill.
2. Keeps up with guard attendance.
3. In charge of seeing that guard property is loaded.
4. In charge of inventory property at all times during the season.
5. Serves as a band officer.

## IV. AWARDS AND RECOGNITIONS

### AWARDS

Band awards will be given each spring at the end of the school year. To be eligible to receive an award, the band member must have met the criterion for that particular award.

John Phillip Sousa - Senior, voted on by the seniors. Considered by them to have made the greatest contribution to the Pickens High School Band over the past four years.

Patrick Gilmore Award - Outstanding Band Musician as determined by the Directors.

Louis Armstrong Jazz Award- voted on by members of the Jazz Band, awarded to the most outstanding jazz musician..

Quincy Jones Musicianship Award- awarded by the director to the person who contributes in many ways to the organization.

Most Improved - One for each subsection (ww, brass, percussion) each performing concert and marching organization. Determined by the Directors.

National Marching Band Award – Awarded to the strongest marcher of the year, with special attention given to ability, both playing and marching, and leadership on the field.

Semper Fidelis Award- criteria determined by the Marine Corps.

Arion Award - Awarded to the senior with the highest academic grade point average.

Director's Award (Rookie of the Year) - Band grades of A or B, good behavior and attitude, outstanding musicianship, directors select this award.

Most Outstanding- One from each performing concert and marching organization and subsection (woodwind, brass and percussion) Determined by the Directors.

Master Musician Award- an award given to a student who completes a required list of music-related tasks.

S.F.E. Award- Presented to the Senior Band Member as chosen by the fellow seniors for “Striving for Excellence” to the Pride of Pickens.

Outstanding Color Guard Member- picked by the color guard sponsor(s) or Director.

Most Improved Color Guard Member - picked by the color guard sponsor(s) or Director.

### WALL OF FAME

Individuals who distinguish themselves in band by making All-State or Governors Honors will be honored by having their picture and a listing of their band accomplishments hung on the Wall of Fame. This will take place after the student has graduated. It is possible that other prestigious awards/accomplishments may be achieved by seniors. At the discretion of the directors, this event may warrant the inclusion on the Wall of Fame.

### BAND LETTERS

In order for a student to earn a band letter, they must meet the following requirements:

1. Be in Marching Band and in BOTH semesters of band classes.
2. Have no more than three excused absences. Additional absences will involve a conference the parents. Extenuating circumstances and acceptance of excuses will be at the director's discretion. **Have no unexcused absences. Have no more than one unexcused tardy.**
3. Miss no more than one marching performance. This absence must be excused by the following guidelines: personal illness, accidents, acts of nature or death in the family, and/or approved family commitments.
4. Pass off music/routine by **given deadline.**
5. Discipline record will be reviewed by the band directors.
6. Have no outstanding financial obligations to the band.
7. All marching band excuses should be turned in to the secretary by the Christmas Parade.
8. Missing third quarter break for the second time due to a failed inspection will result in letter loss.
- 9. Members of the marching band who can not complete requirements due to excusable reasons may be given additional work to do that will allow them to earn a marching band letter. See Mr. Oubre to discuss this before the end of the season should the need arise.**

NOTE: Marching season ends with the Jasper Christmas Parade held in December. Notice will be given in April as to whether or not a letter was won or lost

## **BAND/GUARD JACKETS**

Since all school activities now require students to purchase their jackets instead of being given to them, the following rules are in effect for the 2011-2012 school year:

To be able to purchase a band jacket a student must meet the following requirements:

- You are able to purchase the jacket after earning a letter at least one year. Therefore, if you letter your freshman year, you may purchase your jacket as early as your sophomore year.
- “Years of service stripes” will no longer be on the jacket from the factory. Each year that a student letters, they will be given a gold service bar to serve as proof of each year of service. By the time they graduate, they will have four service bars if they marched for four years.
- The actual letter will be on the jacket, not given out as in years past.
- Transfer students from another school must provide evidence of continuous membership in good standing from other bands.
- All patches, etc. are the financial responsibility of the student who orders them. The band will no longer pay any part of the jacket cost.
- Lost bars will have to be paid for at a cost of \$2.00 each.

## **BAND BOOSTERS**

All parents are band boosters. All parents of band students are requested to support the band. Hopefully, every parent will do his/her fair share in helping with fund raising, chaperoning, etc. WE NEED YOU!

## V. BAND TRIPS

**A.** Parents - please discuss with your child the need for following the instructions of the chaperons. Help them realize the responsibilities that are being placed on the chaperons. We hope that they will realize these parents are accepting responsibility for them and are giving freely to them their time and energy in order that they may take the trip.

**B.** A sign-up sheet will be posted when trips are planned. Students may choose their bus as long as their behavior is reasonable.

**C.** Adult chaperons will be on each bus and no changes in buses will be allowed after the sign-up sheets are completed.

**D.** Be early! **ON TIME IS LATE!!!!**

**E.** Buses are to be treated with care and all trash is to be placed in the trash can. Keep the bus clean. Officers and section leaders will clean the bus. The bus captain is responsible for seeing that the buses are clean at the end of the trip. **NO OPEN TOP DRINK CONTAINERS.**

**F.** Special care should be taken to see that all personal and school property is properly cared for:

- Pack instruments for travel carefully. Instruments in cases are not damage proof.
- Hang uniforms neatly on sturdy hangers or in garment bags when not in use.
- **Place an identification tag on all school and personal items.**

**G.** Students will be given as much free time as is consistent with the educational intent of the trip. Students must return at the appointed time. No one is to leave the group formation for any reason whatsoever until properly dismissed by the director.

**H.** Only exemplary conduct will be acceptable from the Pride Band. Members must be on their best behavior at all times.

**I. ALCOHOL AND DRUG POLICIES (NO TOLERANCE POLICY):** while on the bus, in uniform, or representing the band in any way, there will be **NO** alcoholic beverages or use or possession of non-prescription drugs (as per the Georgia Law). If a band member is determined to be in violation of this prior to, during, or after any school activity, the student will be considered to be in violation of this policy as well. Also, students will be subject to disciplinary action by the school administration as outlined in the PHS Discipline Procedures booklet. **Violation of this policy will result in the expulsion from the band, and legal action may be required as stated in the Georgia Law.**

**J.** Private cars will not be used. All members are expected to use the buses provided. Any exception must be pre-approved by the Directors.

**K.** When the need arises, students who do not have other responsibilities may return from band trip other than by bus if the following procedures are followed:

1. If students are to return home other than on the bus from an away football game, a written notice must be given to the band director by the Thursday prior to departure time. The note should include identification of parties responsible for student and phone number of parent giving written permission for phone confirmation and a check for the cost of the uniform. Unusual circumstances may develop that make it necessary for the director to use his authority to disregard the written permission and require that the student return with the band or not grant permission to ride home with the band inside the two day limit.

2. A parent can request permission for his/her child to ride back with him/her at anytime after a performance should an emergency or unforeseen circumstances exist. When possible, a written note requesting permission is expected 24 hours in advance.

3. After a performance, students must check out with the head chaperon in front of the first bus before leaving. The person picking them up should be present at the time.

**L.** All students will remain seated while bus is moving. The noise level will be governed by the driver and chaperons on the bus. All chants, language, and other communications are expected to be appropriate for high school students. All body parts and debris should remain in the bus.

**M.** All portable music devices must be used with head phones only.

**N.** **No singing allowed on the bus.**

**O.** **No spraying of any aerosol item on the bus.**

**P.** **Any student left at the school after 30 minutes of game completion or arrival back at school will be taken to the Jasper Police Department for safekeeping.**

## **BAND CHAPERONS' DUTIES AND RESPONSIBILITIES**

### **AWAY GAMES**

1. Report to the chaperon chairperson in the Band Room 30 minutes before departure time.
2. After reporting to the chairperson in the band room, meet to receive assignments, updates or hand-outs.
3. A bus will be assigned and a list of students riding that bus will be provided.
  - A. Each bus will have a Bus Captain (student) who will also have a list of students and is responsible for reporting to the Band Captain or a Director that all students are accounted for. (Students are not permitted to change buses.)
4. A Head Chaperon will be designated who will be responsible for:
  - A. Medical authorizations and Insurance information.
  - B. First Aid Kit.- must contain nail polish remover and cotton balls.
5. Other Chaperons will be designated to assist with the following:
  - A. Equipment
  - B. Concession stand area
  - C. Rest Room area - supervision, if needed.
6. All Chaperons will be responsible for supervising Band students and assisting the Band whenever possible. They will be expected to stay in the Band area at all times unless other arrangements are made.
7. On the bus:
  - A. Chaperons are requested to sit throughout the bus.
  - B. Standard safety procedures are in effect while a bus is moving:
    - (1) No body parts out of window.
    - (2) No changing of seats or moving around while bus is in motion.
    - (3) No throwing of objects.
    - (4) No shouting or other unacceptable behavior.
    - (5) Radio policy - radio/CD's/MP3 players may be used with head sets only.
  - C. The consumption of food or drink on the bus is at the discretion of the driver.
  - D. Bus drivers are not responsible for supervising students.
8. At the Stadium:
  - A. Stay with the band.
  - B. Help unload equipment and assist the Band in getting to the stands.
  - C. Students will be expected to carry all pocketbooks, blankets, etc., in a band backpack so that chaperons will not be involved.
  - D. Sit with the Band - around its perimeters.
  - E. Help carry equipment on and off the field for the half-time performance.
  - F. While the Band is on the field at half-time or away from the stands at third quarter break, some chaperons should remain in the stands to watch belongings, instruments, etc.
9. 3rd Quarter Break:
  - A. There will be assignments for:
    - (1) Remaining in the stands to watch personal belongings, instruments, etc.
    - (2) Being near concession stands.
    - (3) Being near rest rooms and assisting the Auxiliary with their changing.(if needed)
10. After the Game:
  - A. Help with reloading of equipment.Some chaperons should eat first and then return to the buses. Some will eat last and supervise the last of the students. (Students will be expected to follow instruction regarding boarding the buses after they finish eating and to clean their eating area as they leave.)
11. Back Home:
  - A. Chaperons should supervise the students cleaning up their buses before leaving.
  - B. Assist in unloading of equipment and instruments.
  - C. Some chaperons may need to stay at the Band Room until all students have been picked up.
  - D. Parents are expected to be available soon after the Band's arrival. An estimated arrival time is always given and emergency delays will be telephoned to each parent. All students should be picked up no later than 30 minutes after arrival. Any longer than this is discourteous to any of those chaperons who have to remain until all students have left. Any exception to this policy will be announced before a trip.
  - E. Any student not picked up thirty minutes after arrival will be taken to the police station.

## HOME GAME DUTIES

1. Chaperons will be designated, and someone will be in charge of the First Aid Kit and medical forms.
2. Chaperons will be expected to police the Band Section before the game.
  - A. Check for broken glass, etc.
  - B. Sweep area if needed.
3. Chaperons should stay around the Band area.
4. While the Band is away from the Band section (before the game, half-time, 3rd quarter break), remain in the stands and watch belongings, instruments, etc.
5. Assist the band where needed.

## TRAVEL RULES FOR BIG TRIPS

### Chaperon Information:

1. The chaperon is an extension of the band director and should be shown the respect and cooperation that you would show the band directors.
2. It is the chaperons' duty to take care of the well-being of the band.
3. It is the chaperons' duty to uphold all rules, regulations, and policies of the band.
4. Chaperons will always report any situation that conflicts with the rules, regulations, and policies to the band directors.
5. Chaperons will always bring serious situations immediately to the directors' attention.
6. Chaperons are volunteers to help you. **Help them by giving your full cooperation.**

### **Buses**

1. Students are responsible for their own luggage and equipment/instrument. They must see that they are removed from the buses and put in the proper place each time we unload.
2. Bus loaders will supervise loading and unloading bus luggage bins.
3. Luggage limit: varies with the trip. NOTE: all luggage and instruments must be properly tagged with I.D.
4. Uniforms need to be in a travel bag with your name on the outside of bag.
5. Snacks may be carried, but no trash may be left on the bus.
6. No radios or sound systems will be allowed on buses except with earphones.
7. Students are to remain seated while bus is in motion.
8. Upon arrival to destination, students must remain seated unless dismissed by the chaperons or directors.

### **Rooms**

1. No sound systems without headphones.
2. Do not leave valuables/money in the rooms. Neither the motel, school or band is responsible for theft or lost articles.
3. Room captains will pick up and return keys upon check in/out. Students are responsible for lost key charges and should contact a director to get a replacement key.
4. There should be no mixed (male/female) company in any room at any time.
5. No one should leave the motel without the group on scheduled tours/activities.
6. Room checks will be made by the chaperons each night. All room members must be visibly present.
7. No one should be out of their room after curfew.
8. Curfew will be strictly enforced. Do not leave your room for any reason until 30 minutes before breakfast. Anyone breaking curfew will be sent home.
9. Furniture and fixtures are to be checked immediately after arriving to be sure nothing is damaged. Students will pay for anything damaged after the final room check.
10. You are required to go and return by the provided transportation.
11. When free time is allotted by the directors, travel in groups.
12. Your chaperon must always know where you are.
13. Horseplay is to be kept to a minimum. Be considerate of others.
14. When swimming, use the buddy system.
15. All other school rules and regulations are in effect except the dress code. See #18

16. Students who break rules, regulations, or policies are subject to be sent home at their parents' expense. In instances where school rules are broken, school officials may take further disciplinary action.
17. All clothes worn should be neat and decent. If in doubt, ask Mr. Oubre. Be prepared to change at their request.
18. Dress code may be altered at discretion of directors.

**Things to remember:**

1. Follow all policies and guidelines of the band and school and a good time will be had by all. Reread the handbook regarding travel rules.
2. Be where you are supposed to be when you are supposed to be there.
3. Meet your bus drivers and chaperons. They are an important part of the trip.
4. Be considerate to other hotel guests.
5. Travelers checks are recommended. No money orders.
6. If you have a problem, tell a chaperon. They will be glad to assist you. We will have a first aid kit. Make sure your medical/insurance forms are on file, and that all the information is current.
7. Smoking, possession of drugs, alcohol, or tobacco or use of the same, indecent actions, stealing, vandalism, public display of affection, and not following instructions are all grounds to be sent home at your parents' expense.
8. When worn, the uniform will be worn in full, unless otherwise instructed. When changing clothes is permitted after performing, it must be a complete change. Students will not wear a partial uniform. (Exception: band T-shirt.)
9. Uniform inspections by the directors, section leaders, or chaperons may be conducted before each performance. All parts of the uniform will be checked.
10. An itinerary is provided for everyone in the group. **Have it with you at all times.** Always be alert to changes made by directors or chaperons.
11. **The directors will make all final decisions in all situations concerning discipline, behavior, or procedures.**

## **VI. CONCERT, SYMPHONIC, BASKETBALL BANDS AND PERCUSSION ENSEMBLE**

### **FORMAL UNIFORMS**

The Pickens Bands will wear an all-black outfit for concerts. For men, this will consist of a black, long-sleeved shirt, black belt, black dress pants (NOT JEANS), black socks and black dress shoes (NOT SNEAKERS). Ladies, this will consist of a black dress that goes below the knees (NO exceptions), appropriate black shoes and modest jewelry. Women may also wear a black blouse/pants outfit if they so choose. See Mr. Oubre if you have any questions about whether something is appropriate or not.

### **CONCERT SEASON**

The bands will not have extra rehearsals every week throughout the season, but will be given a schedule well in advance of practices. Attendance is required; however, other arrangements can be made if legitimate reasons for absences exist. Concert season includes the following activities: Fall Concert, Holiday Concert, pre-festival Concert, Festival (Large Group Performance Evaluations), Spring Concert, Percussion Ensemble, Wind Ensemble, School Pep Rallies, Basketball Band, and Graduation and other possible invitational opportunities. Scheduled, after-school rehearsals are part of the band grade and must be attended.

### **CHALLENGING**

Any member who desires to move up in his/her section of the band after the fall auditions may do so by challenging the person who sits immediately ahead of him/her. The challenger obtains a "challenge contract" from the band director. After it is filled in properly, it is returned to the band director. The music for the challenge will be chosen by the band director. Challenge times will be set up with the band directors. The challenge result is in immediate effect unless done within 4 weeks prior to a major performance. The person being challenged must sign the challenge contract immediately when presented to him/her or forfeit his/her position. If this person fails to show up, he/she will forfeit to the challenger. A concert band member cannot challenge a symphonic band member after the next school term starts.

### **GRADING IN THE CLASSROOM**

Band grades will be based on individual knowledge and performance through assigned materials relating to the instruction and performance of instrumental music. Assignments will be made based on the class's level of proficiency and individual needs. The class syllabus is the final word on all classroom instructions and grading policies. **YOU WILL NOT RECEIVE AN "A" UNLESS YOU EARN IT.**

Good use of practice time will help a band member's grade. Parents are encouraged to consult the director at any time in regard to the band grade and their student's progress in the band. Close contact between parents and directors will aid all parties in understanding and solving any problems. Students whose parents show concern and support invariably show higher levels of achievement.

Members of all performing groups that are graded must attend all major performances or be excused by a death in the immediate family or be under a doctor's care. Exceptions to this will be considered only after a conference with parent and student, and considered as far in advance as possible of the performing date. Major performances that are extensions of the classroom will be graded. Unexcused absences cannot be made up.

### **BASKETBALL BAND- To be determined for 2011-2012 school year.**

The Basketball Band is a group that starts in October. Selection for the group is done by the directors on the basis of playing ability, sight-reading ability, past performance in band and enthusiasm for the group. There is not a set number for the group in terms of people accepted into the group. There are approximately six to eight rehearsals that are scheduled after the group is formed and then we play at almost every home basketball game and the pep rallies as well. Attendance requirements follow the same rules as marching band and absences/tardies in basketball band must have excused reasons. Doing homework, reading, chess, etc. will not be allowed during the game. Basketball band policy allows you to miss one game of your choosing with proper notification to the band director.

**PERCUSSION ENSEMBLE- to be determined for 2011-2012 school year.**

The Percussion Ensemble is a group formed of percussionists and interested doublers. Selection for the group is determined by percussion ability and generally all percussionists and pit percussionists are allowed into the group. As need allows, performers on other instruments may enter the group at the permission of the group director. There is not a set number for the group in terms of people accepted into the group. There are approximately regularly-scheduled rehearsals that are scheduled after the group is formed. Performances include concerts and community events. Attendance requirements follow the same rules as marching band and absences/tardies in basketball band must have excused reasons.

**JAZZ BAND and JAZZ COMBO- to be determined for 2011-2012 school year.**

to the restrictions of the meeting before or after school, the jazz band will meet during a concert period at the directors' discretion. Other rehearsals may be scheduled for after school hours.

## MY HORN IS BROKEN! WHAT DO I DO?

If the horn is owned by the school, and was assigned to you, make a director aware of the problem. The Draisen Edwards Music repair technician visits one day per week (the day is announced in class- generally Tuesday), and can make MINOR repairs on site. Minor repairs are things like replace corks, some pads, replace a spring, pivot screws, minor soldering, string a valve for French horn, etc. Major repairs have to be taken away by the Draisen Edwards representative to their repair shop, and may necessitate your instrument being gone for AT LEAST a week (until the next assigned day the rep. visits Jasper), maybe MORE than a week, depending upon how busy the repair shop is.

If the horn is privately owned, you are under obligation to have it in playing condition at all times- this is a basic responsibility of all band students. If the instrument is taken to repair shop by you or your parents, see if the repair facility has a loaner instrument available. If they do not, we MAY be able to supply you with a loaner (see below). When having an instrument repaired, whether through Draisen Edwards Music or another repair center, take ALL personal effects from the case.