

*Delaware Community Schools*

***High School  
Band Handbook***

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## General Information

The goal of this handbook is to give students and parents an idea of what to expect with their involvement in the Delta Band Program. Please read through and familiarize yourself with the contents. The contents of this handbook may be modified as needed during the school year by the Band Director or School Administrators. This handbook is a supplement to the Delta Student Handbook.

## Classroom Expectations

- Students will leave all food, drink, and **gum** outside the classroom (except bottled water).
- **Percussionists: Abuse of sticks will not be tolerated!** Students will be charged for each pair of broken sticks resulting from abuse or neglect.
- Only percussion students are allowed to play any percussion equipment.
- **No cell phones during class**
- **Chromebooks need to be closed throughout class unless otherwise directed.**
  - Technology misuse policy in student handbooks will be followed for students that do not follow directions with Chromebooks.
  - Recorded exams and tests are not to be deleted until a grade has been received.

## Instruments, Books, and Materials

- Maintain their instrument in proper working order. Oil & fix before the bell!
- Store their instrument in their assigned locker or area.
- Keep supplies for their instrument on hand.
- Keep and maintain an orderly folder for their music.
- All woodwind players are expected to have a minimum of **TWO (2)** working reeds in their possession **at all times.**
- **Pep Band Music Binder:** Students will need a 3 ring binder with plastic sheet protectors; given the variable outdoor weather of fall football games these protectors are vital to prevent a gust of wind from sending sheet music all over the place!

# ● **Have a sharpened pencil ready to use at all times.**

**Bottle Water & Tissues:** Please donate a case of bottled water and a box of tissues or two to the band room. We go through a lot of water with pep events and tissues.... Well, the band generates a lot of spit!

## **Grading & Attendance**

The standard grading scale of Delta High School applies. Students earn a grade in band through a combination of the following:

1. **Playing Tests** –performance of selected music for a grade, submitted via recording or performed in class.
  - a. **On a case by case basis** students who are unable to achieve a passing score will be given an option to retake the playing test. It is up to the student to follow through on the opportunity to retake the exam; students who are unable to play or turn in the playing test within two weeks of the original due date will be assigned a zero.
  - b. Exams that are specified as Recorded Playing Tests (RPTs) must be recorded on a digital device (school chromebook or personal device) and turned in electronically. Students who perform their exam in class rather than use the school provided technology will receive a **50% reduction in their score.**
  - c. Students are not to delete recorded playing tests until a grade has been received from Mr. Enos or Miss Crawford.
  
2. **Performances & Rehearsals**– proper attire & participation in the various events the band is involved with; pep band, concerts, parades, etc. A performance or rehearsal grade may be lowered for any of the following reasons:
  - Being late – or leaving early
  - Failure to participate or perform
  - Improper or incomplete uniform
  - Failure to follow the rules
  - Being unprepared (instrument, sheet music, etc)
  - Director’s discretion
  
3. **General Assignments** – theory worksheets, letters home requiring a signature, pencil checks, music binder checks, etc

4. **“Sheet Music” (Participation)** – this is a significant portion of a student’s grade each quarter and is composed of the following:
- Music Folders - maintaining** an organized and **complete** folder of the music we are working on. When a student “loses” their music, this is the portion of their grade that suffers.
  - Outside practice** – taking their instrument home on the weekend and maintaining a practice routine. Being able to perform your part.
  - Pencil Checks** – having a sharpened pencil on their music stand and ready to use.
  - Maintaining a working instrument** – Failure to bring a properly maintained instrument to class will also result in a lowering of this grade. Failure to properly store (locker, etc) or clean up after themselves may also lower a student’s grade.
  - Your ability to play your part!** Students who cannot perform their music will notice their “sheet music” grade going lower.

**No Shows:** A band student’s final semester grade may be lowered one letter grade for each “no show.” A “no show” is defined as failure to appear at an event and not communicating in any way with the directors before the event. Coming to school the next day with a non-emergency excuse is still considered a “no show.” Rides can be found and car pools organized; there is no reason why a student can’t find a way to get to a band event. Failure to plan ahead does not constitute an “emergency.” Excessive unexcused absences from performances and/or rehearsals is grounds for dismissal from band, possibly immediately or at the beginning of the next grading period.

**Tardies:**

- Students are to be in the band room when the tardy bell rings.
- After the tardy bell rings you are expected to have your instrument and music setup within two minutes. Failure to do so may result in a tardy even if you arrived in the room “on time.”
- Students who forget, lose, or misplace their sheet music, band folder/book or instrument will be assigned a tardy.
- Students are given two bathroom “passes” per semester, additional requests to use the bathroom will be charged a tardy for each occurrence.

**Calendar of Events:**

- Every student is given a hard copy the first week of school.
- You can digital subscribe to the calendar through the band website.
- Conflicts are expected to be spotted and communicated ASAP, not a week before the event.

# Performance Expectations

- Students are to wear the proper uniform for each event.
- All scheduled performances are considered required performances. Any changes to the calendar will be addressed by the director and announced as mandatory or optional
- An absence at a performance will result in a 0% for the performance.
  - Note: In cases of *serious* illness, hospitalization, death of a loved one, or other *approved* reasons, an exception will be made and a make-up assignment given.
  - In the event of an excused absence, make-up work will be allowed. Directors need to be informed of absence **verbally and in writing 14** days in advance.  
Note: Make-up work is not a form of punishment for missing performances. Make-up work is an opportunity for the student to earn the points they were not able to earn due to *excused* absences.
  - *No make-up work* will be allowed for unexcused absences.

## Student Activity Conflicts

Although we try our best to avoid scheduling performances at the same time as other school-related events, occasionally conflicts do arise. It is the student's responsibility to consult the schedules for all organizations in which they participate and notify directors AND coaches as soon as possible should there be any conflicts.

### **Game/Event/Performance > Practice/Rehearsal**

When a practice or rehearsal and an event (game, contest, and concert) are scheduled simultaneously, the **EVENT** takes precedence. For example, if someone has athletic practice on the night of a concert, they are required to come to the concert.

### **Practice/Rehearsal vs. Practice/Rehearsal**

1. Alert both your director & coach.
2. General guidelines:
  - a. Which is closer to a performance/game?
  - b. Quantity and frequency of practices/rehearsals for the month. 2 vs. 30, you would attend the event only having two practices.

## **Game/Event/Performance vs. Game/Event/Performance**

1. Alert both your director & coach.
2. General guidelines:
  - a. Scope of performance. Playoffs? Major performance?
  - b. Quantity of events in the season. 10 vs 3 - attend the event with fewer events.
  - c. Level of participation. Are you a starter? Do you have a solo?
  - d. Rescheduled or recently changed events defer to the event that was originally on the master calendar.

## **Absences on the day of an Event**

This policy is different from the school handbook regarding dances & athletics. If you are absent on the day of a graded event and are able to come to the event you are expected/allowed to.

Examples:

- You miss half a day due to a doctor's appointment and have a concert/event that evening. Come to the concert.
- You are home sick the day of an event but feel better by the evening; you are allowed/expected to participate in the event.

## **Absences & Notification Procedure**

Fill out and hand your director a completed "Event Absence Form," see end of this document.

## **Pep Band**

Pep Band is a **mandatory** obligation for **all high school** band students. Every game will essentially be a test grade. Excused and unexcused criteria for all Pep Band Games will be the same as mandated in the Delta Handbook.

The Pep Band performs for all home varsity football and basketball games. All band students perform and participate in all home football games and there is a set number of basketball games each student is expected to perform at. Some students do every basketball game and some only do the minimum (2-4 ish).

Playoff games are done on a volunteer/optional basis.

**Sportsmanship:** All students will respectfully cheer for Delta and refrain from “booing” or disparaging remarks. No matter what the score is, the band is there to support our athletes in a positive fashion.

## **Extra-Curricular Participation**

Conflicts with other school activities are common. Every attempt is made to allow students to be involved in as many extra-curricular activities as possible. In general, the Delta Band is a “curricular” activity as it is a normal class during the school day. Some exceptions and ways that students are able to participate in many activities are as follows:

1. Cheerleaders enrolled in the band are excused from their “Pep Band” duties.
2. Varsity Football players are excused from Pep Band for the football season but are expected to participate during Basketball Season, and vice versa.
3. Students excused from ‘Pep Band’ still participate in ‘Parade Band.’
4. Please note this policy refers to conflicts with Delta Athletics, participation in clubs, teams, events outside of the school are expected to be secondary to Delta Events.

## **Uniform & Attire**

The Delta Band has four uniforms:

1. Concert Black: for official concerts and performances.
2. “Basketball” Pep Band: A Delta themed shirt and casual jeans/shorts of the student’s choice.
3. “Casual” Marching Uniform: Band Polo, Black Slacks, Black Marching Shoes/Socks, Shako (hat)
4. “Full” Marching Uniform: provided by the school; Jacket, Bibber, Shako, Feather, Gauntlets, etc

Each student will need the following items:

**Black slacks:** Uniform #3 and sometimes #1

**Band Polo:** Uniform #3 and if a student wishes; for #2

**Black Marching Shoes:** Uniform #3 and #4, may also be used as dress shoes for #1

**LONG Black Socks:** Uniform #1, #3, and #4

**Basketball Games** – The pep band uniform changes and relaxes for the basketball season: jeans and shorts are acceptable and any school shirt with school colors is acceptable.

**Reminder:** Failure to adhere to the proper dress code will result in a lowered grade for the event. When in doubt, ask Mr. Enos in advance. School dress code applies.

**Full Marching Uniforms.** Provided by the school. No eating or drinking in full uniform, water is acceptable. Students will be responsible for damage or stains.

## Communication

Email is the best way to communicate as we are in two different buildings at different times of the day, phone messages are not always going to be received in a timely manner while an email will always get through. For better results - email BOTH directors!

## Continuation in Band

Students are automatically accepted into the next level of band as long as they successfully complete their current grade level. Failure to complete or score above 50% on a semester exam is grounds for dismissal from the band. Repeated “no shows” is also grounds for dismissal from the band.

## Trip Rules and Regulations

- Students are to respect and obey the requests of ALL CHAPERONES.
- All normal school and bus policies are in effect.
- **Students are ultimately responsible for any electronic devices or other personal belongings brought on a band trip.**
- Students are responsible for their own trash. Students will not be dismissed from the bus until the bus has passed inspection from the director, chaperones, or bus driver.

### Students not returning on the bus

- Students will be dismissed and signed out ONLY if a parent/guardian is present at the time of the release. Your child will not be left at an event for you to pick up later. If you are unable to pick your student up before the bus departure time then the student MUST ride the bus back to school.
- It is on the parent/guardian to pick up/meet us in a timely manner, the directors, nor the band will wait around for one or two students to be picked up.

## Discipline



Discipline for the Delta Bands will be the same as those outlined in the student handbook with the following additions.

**Push Ups & Running:**

A long-standing practice amongst coaches and band directors throughout the nation is the use of pushups and running of laps to help focus, motivate and discourage behavior in large groups of students. Only the directors will assign push-ups or laps.

**Example:** Student is being disruptive, not on task, goofing off, etc

**Procedure:**

- Student is given a verbal warning **or**
- Student is assigned 5 – 10 pushups or running of a lap
- Student is assigned additional pushups/lap running
- Conference with student
- Parents contacted
- Discipline Referral to Office.

## **Student Leaders**

Students are encouraged to apply and try out for leadership positions each spring. Positions and availability will be announced before the end of the year and positions for the next season will be announced at the annual awards banquet.

Student leaders must conform to the highest levels of expectation for the Delta Bands. Positions are earned and can be lost due to poor judgment, leadership, or attendance; as judged at the discretion of the director. Student leaders are expected to maintain an attendance report superior to the average band student, frequent absences (excused or unexcused) may result in a loss of position.

Students are to obey, to the best of their ability, requests and instructions made by student leaders. Insubordination or problems will be reported to and dealt with by the director.

Students or parents having issues or problems with student leaders need to bring their concerns to the attention of the director immediately. **Under no circumstances should a parent directly or indirectly confront or raise a concern with a student leader.**

## School Owned Instruments

- Are to be treated with respect and only used by authorized students. In the event that damage should occur to an instrument, the person responsible for the act of carelessness will be held financially responsible.
- School-owned instruments will be issued on a first-come-first-serve basis and will be determined by the directors.
- Depending on the instrument, school-owned instruments will be checked out to students for the academic year.
  - The student will be responsible for the proper use and maintenance while in their use.
  - School instruments are to be returned the last week of school or when the student leaves the band or the school.

## Instrument Storage Area

Each student will be assigned a band storage space for his/her instrument(s) and music. Percussionists may store their sticks in a locker or the percussion cabinet. Students will be issued a combination lock and are expected to keep this combination to themselves and not “share” it with anyone else. Students are expected to keep their band lockers **locked**, and are responsible for anything that may be lost or stolen from their **locked** band lockers.

**All student instruments are to be stored in a student’s assigned locker.**

Student instruments are to have a name tag or other means of external identification; many instruments have identical cases.

**Failure to properly store instruments & music will negatively affect a student’s grade.**

## Letterman Jackets & Patches

Students are eligible to purchase their letterman jacket after two full successful marching band seasons. See a director for an official letter and information.

# Event Absence Form

**This form is required for any and all absences from graded events at DMS/DHS.**

- Communicating and giving notice of absences is the student's responsibility.
- In addition to this form a note from a parent/guardian is **required** for all non-emergency rehearsal or performance absences **at least 14 days in advance** of the event. An assignment in lieu of participation in the event being missed will be at the discretion of the director.
- In the event of sudden illness, this form is due the school day you return from your absence.
- Failure to turn in the form means your absence will be considered “unexcused” and no credit will be given.

Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Event you were absent from: \_\_\_\_\_

Reason for Absence:

**(Physically hand this form directly to your director)**

Excused

Unexcused

Other

Typed \_\_\_\_\_ word paper on: \_\_\_\_\_

Due: \_\_\_\_\_

- This paper must be **digitally** turned in: [zenos@delcomschools.org](mailto:zenos@delcomschools.org) [jcrawford@delcomschools.org](mailto:jcrawford@delcomschools.org)
- Poor writing & effort will result in a low grade.
- The focus of the paper should not be a synopsis of the artist's life but rather a review and discussion of their music.

Please view and read the Band Handbook at:

[www.deltabands.weebly.com](http://www.deltabands.weebly.com) (Click on HS resources)

YES, I have received, reviewed, and understand the policies and guidelines of The Delta Band Handbook.

YES, I have reviewed the Calendar of Events and understand that my child will be expected to attend and participate.

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

Parent/Guardian Name (printed) \_\_\_\_\_

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

Do you receive band email announcements? **If not**, please provide (or update) your email address below:

Updated Email \_\_\_\_\_

School sports you expect to participate in this year: \_\_\_\_\_

Please note any conflicts or concerns:

Saturday 10/8 Competition during Fall Break: available, conflict, other?

\*\*\*\*\*Return this completed form to Mr. Enos or Miss Crawford \*\*\*\*\*