

SOUDERTON
AREA HIGH SCHOOL
BIG RED MARCHING BAND

HANDBOOK

The Big Red Marching Band Manual

Introduction

It is the intent of this handbook to explain the elements of the marching band program and responsibilities of all of its members. It is important that we understand our respective positions and that we share a common goal in order for the organization to be vital. That goal is excellence in all aspects of the program. It can only be achieved with complete cooperation on the part of everyone involved.

Philosophy / Mission Statement

The band forms an integral part of the Souderton Area High School and is recognized as an all-school organization. It is open to all students. Any student who becomes a member of the marching band does so because they wish to become better performers as well as good citizens, they are interested in giving service to the high school through performance and always promoting and enhancing the dignity and reputation of the organization through tradition on and off school premise.

Students learn many things by participating in a high school marching band program. Some of them are not necessarily about music. It is the goal of this program to help students learn about commitment, responsibility, dependability, and punctuality in the process of teaching them how to play and perform music as an ensemble.

The “Big Red” Marching Band

The Marching Band plays for all football games (pre-game, halftime shows, and stand tunes during the game), several parades and several competitions throughout the Fall. The spring season will include attending scheduled parade practices and participating in a Memorial Day Parade. Other performances may occur throughout the school year and the students of the “Big Red” Marching Band are expected to participate. This band is the largest student organization and is open to any student at Souderton Area High School.

Encore Indoor Drum line

The Indoor Drum Line ensemble is open to any Souderton Area High School student that participated in the “Big Red” Marching Band in the same year. The Indoor Drum Line is a branch ensemble from the marching band and it is necessary that students wanting to participate in this activity have a basic understanding of marching while performing music. The ensemble performs several competitions and exhibitions throughout the winter and spring seasons.

Forte Indoor Color Guard

The Indoor Color Guard is open to any Souderton Area High School student that participated in the “Big Red” Marching Band in the same year. Members of this group are expected to apply themselves towards excellence in visual performance. These performances include, but are not limited to dance and equipment work based on predetermined themes. The ensemble performs several competitions and exhibitions throughout the winter and spring seasons.

Chain of Command
in the “Big Red” Marching Band

If a student has a question or concern regarding marching band, first they should ask the following people in this order.

1. **Captain/Officers**
2. **Drum Major**
3. **Staff Members**
 - Mr. Alex Blosser- Music and Marching Technician
 - Mr. Jeff Clement- Pit Instructor
 - Miss Ally Hempelmann- Music and Marching Technician
 - Mrs. Lisa Gribbin- Music and Marching Technician
 - Mr. Shawn Zelner- Assistant Percussion Instructor
 - Mr. Andrew Gottesman- Assistant Guard Instructor
 - Mr. Tim Wilson- Head Percussion Instructor
4. **Assistant Director/Head Guard Instructor** – Mrs. Tink Fazekas
5. **Director** – Mr. Adam Tucker

Student Leadership Responsibilities:

Drum Major(s): Serves as the governing student leader for all public performances most often involving conducting and the delivering of commands from a member of the band staff. It is common practice that a drum major is chosen through an audition and interview process and attends a director recommended leadership camp. Drum Major Workshops will begin in April and conclude before the Memorial Day Parade. Drum Major Candidates must have at least two years marching band experience and be in good standing the marching band director in order to apply.

Secretary/Librarian: Responsible for taking student attendance at each marching band rehearsal and performance. Other duties include organization and operation of the music library, maintain a current and accurate inventory of music, recordings, and equipment.

Captains/Officers: Serves as rehearsal leaders for small group practicing and acts as a role model for his/her section both on and off the field.

There are several good reasons for having captains of a team. These students may serve as positive role models, links between the band and the director, and they certainly should be leaders. A good captain can be a real asset to the band and staff. While some band directors may allow their band to select captains, the ultimate responsibility lies with the director. The decision to have or not have captains will be the sole responsibility of the director.

It is also important to understand that serving in the capacity of a captain is not reserved solely for seniors in the band, but rather this position is for the band member who is best suited to filling the responsibility.

Attendance

- All members in the band organizations must attend all rehearsals and performances.
- **Absences from any rehearsal or performance must be submitted in writing to the band director by the end of Band Camp.**
- During the course of the year, in the case of an emergency, a written excuse should be turned in at the next attended activity or the director should be notified electronically via e-mail.
- **Acceptable Excuses** - Keep in mind that excuses can be granted only in the case of illness, serious unavoidable conflict, or emergency.
- **Unacceptable Excuses** - A student's **work schedule**, social activities, family events (birthday parties), youth retreats and other similar events will not be considered excused absences.
- **Director's Discretion** - Any and all exceptions to the attendance policy will be at the discretion of the marching band director. All decisions are final and are made for the best possible interest of all members of the organization.

Submitting a Written Excuse

- Excuses should be dated and contain your name, date to be excused, reason for the excuse, contact information and your parent or guardian's signature.
- The director will then determine if the student's excuse is valid or not. Parent/Student will receive notification via e-mail or with a phone call.

Excused Absences

- College visit (Please schedule these visitation on non-competition weekends)
- Absences from school that have been verified by the attendance office
- Major Life event (Funeral, Wedding, etc...)

Unexcused Absences

- WORK
- Social events (birthday parties, concerts, youth retreats, etc...)

Punctuality to all rehearsals and performances is a must. Members should arrive at least 15 minutes prior to the start of any activity and be in their assigned places with all needed materials at the starting time. When a time is given for an event of any kind, the job of the student is to translate that time at least 15 minutes earlier.

Rehearsals and Performance

The Big Red Marching Band rehearses Monday, Wednesday, and Friday afternoons from 3:15-5:30 p.m. By visiting www.soudertonbigred.org students and parents can get updated times and dates for rehearsals and performances. The Big Red Marching Band will have Saturday afternoon practices before competition.

After Saturday practices students will have an opportunity to eat something, load their instruments and equipment onto the truck and buses, and depart for the evening's competition. Usually on Friday nights the Big Red Marching Band participates at all home and away football games to perform and support the Souderton Area Football team. Students will have rehearsal before each football game starting at 3:15 p.m. on the practice field before attending the game. The marching band also has several practices in the spring to prepare for parades and other performing engagements. Please visit www.soudertonbigred.org to stay update.

It is imperative that students attend all rehearsals and performances. When students are missing, they are not learning. Additionally, they are missing out on valuable information and performance experience. Worst of all, when parts are not being played and positions are not being filled, everyone notices. **All performances and rehearsals are an integral part of a complete musical experience and education.**

Not being able to participate in Marching Band

1. If a student becomes academically ineligible (failing two or more classes)
2. If a student misses too many rehearsals/performances due to illness
3. Multiple unexcused absences and/or lateness
4. SAHS Disciplinary infraction

All decisions regarding a student's participation in the Big Red Marching Band will be determined by the marching band director or SAHS administration.

Getting Academic Help

If a member of the Big Red Marching Band is in need of academic help, please schedule after-school help with your teachers on Tuesday and Thursdays so you will still be able to attend marching band practices. If a student is in danger of becoming ineligible, that

student should come and speak with the band director to discuss an appropriate course of action to get that student's grades back up.

Code of Ethics

You are representing yourself, your school, and your community when you are with the "Big Red" Marching Band. Collectively, we must establish a tradition of distinction, honor, and pride.

The following code must be adhered to and supported at all times.

- 1. You must act in accordance with established laws of the state and the rules of Souderton Area High School.**
- 2. Uniform Code**
 - a. You are to care for and wear the uniform appropriately on and off the performance field. It should be clean and pressed, your shoes should be shined, and gloves should be clean. No jewelry or sunglasses should be worn with the uniform.
 - b. Certain actions in uniform will cause a loss of respect by those that view it. Even actions that may seem somewhat innocent or harmless truly do make a difference. Therefore, there is to be NO smoking, gum chewing, cursing, running, horseplay, or public displays of affection in uniform. Eating or drinking of refreshments should be done with care so as to not dirty the uniform.
 - c. Always travel in groups of three or more when in uniform. We are part of a team of musicians and as a part of a team we enjoy the luxury of never having to walk alone. We support one another and our strength comes from within.
- 3. Your instrument / equipment are your responsibility.** Instruments should be in proper working order, clean and secured at home, in lockers or other designated storage areas when not in use. Guard equipment should be correctly prepared for performances and flags should be rolled and all equipment secured when not in use.
- 4. Rehearsal Code**
 - a. It is important that rehearsals be handled as a performance. Practicing with the desire, intensity, and focus of a performance is the only way to develop the level of excellence and endurance needed for excellence in performance.
 - b. It is important that you are prepared both physically and mentally for all rehearsals. Be punctual and ready to rehearse at the first instruction.

- c. Commands are absolute! Do not leave a given command position unless instructed to do so by the director, staff member or Drum Major(s). Rehearsal is not over until dismissal, whether formal or informal.
- d. Be supportive of each other. Discreet assistance is appreciated. Be consistent and **maintain a positive attitude**. Frustrations will occasionally occur. Handle them professionally (not emotionally) or seek the assistance of an instructor, section leader or the Drum Major(s). Most often frustrations are not directly associated with you personally as their source, so when possible analyze your situation as objectively as possible. Remember that we are all on the same side working towards the same goal.

5. Traveling

- a. Be punctual and prepared
- b. Assist with the loading and unloading of your instrument and other equipment to and from the truck. Help fellow band members and Band Booster Parents in the traveling process. Always help with general clean up of the band room, buses, and any other facilities that may have been used.
- c. Be courteous to those around you. Be silent until instructions are complete. During any trip, music and other noise should be kept at a moderate level during travel. There should be no screaming. This must be monitored by the bus driver, chaperones, and band staff. Support their decisions.
- d. Members are responsible for any valuables left on the bus.

6. Professionalism

- a. Generally speaking, pride in yourself and your organization as well as courtesy to others will earn the respect of your peers as well as all who see you.
- b. While the band is in the stands during competition, stay fairly quiet while other bands are performing. Watch the show, as you would like to be watched, with courtesy and respect.
- c. When awards are announced, clap for all bands. Keep up the spirit. Accept our result graciously, regardless of the outcome. **Remember, scores do not determine our success. We make that decision.**
- d. Always stand, in respect for the host band at competitions, and for the guest or host band at football games.
- e. Stand at attention for the national anthem and alma maters.

7. Performance Assessment

Students will be assessed periodically on their knowledge of the marching band music and drill. If any student demonstrates drill or music that is unsatisfactory, that student may be asked not participate in performance(s) until his/her

knowledge of the drill or music is at or above satisfactory. This is necessary to guarantee the safety of all students on the field and holding students accountable for their participation in this activity.

- a. Students will be expected to have the music for the National Anthem, Alma Mater, and the Fight Song memorized by the end of band camp.
- b. Students will be tested as individuals/groups on their understanding of drill sets and formations in the marching band show.
- c. Students will be assessed on their accurate memorization and musicianship skills playing the show/parade music.

Music Facility

The music wing of Souderton Area High School consists of all rehearsal, practice and storage rooms, stage, and the practice field. Any students using these facilities are expected to conduct themselves appropriately and use these areas to further their music education.

Rehearsal Areas – Band/Choral Rooms, and Stage.

- **No Food or Drink!!!** ONLY WATER
- **Clean Up** - Leave the area better than you found it.
- **No Horseplay** – To guarantee a safe learning environment for everyone.
- **Equipment** – Students will only be permitted to use school equipment issued to them other than their personal instruments.

Storage Closet

- **Music Lockers** – Students needing a locker for their instrument will be assigned one by the director or assistant director appropriate for their sized instrument. Music Lockers are used for instruments, music, and anything related to the students music education. Music Lockers are not to be used as a school locker and should not have the following items in them:
 - Clothes, Shoes, Jackets, etc...
 - School Books (that's what your school locker is for)
 - Electronic devices
 - Food or Drink (this includes empty or full containers)

Students that chose not to follow these facility guidelines will have their privileges revoked and may face administrative referral.

Merit/Demerit System

Students will earn merits and demerits based on their conduct in the Big Red Marching Band.

Students will earn 1 merit for the following:

- BRBB General Assembly meeting attendance
- Cleaning up Band Room after rehearsal/performance
- Staff discretion – for the betterment of the band

Students will earn 1 demerit for the following:

- Tardy to rehearsal/performance
- Absent without legitimate excuse from rehearsal/performance
- Dress code at rehearsal
- Uniform dress code at performance
- Disrespect towards staff and/or students
- Staff discretion – improper conduct in general

If a student earns 3 demerits, he/she will forfeit 3rd quarter free-time rights. If a student earns 6 demerits, he/she will be sidelined for a performance. Merits earned may be used to offset demerits.

Equipment Responsibilities

The regulations that follow pertain to all school-owned instruments/equipment and for each student's personal instrument. The school has provided, in some cases, top quality instruments that are used by the students at no cost. It is the obligation of the student to be completely responsible for the care and cleaning of their instrument to the extent that the school will cover only repairs due to normal usage or unavoidable accident. Any student that needs to use a school instrument and plans on taking said instrument home must fill out an Instrument Loan form to be signed by both the student and his/her parent/guardian to be returned to the director before the instrument can be relinquished to the student.

Marching Band Member

1. All instruments must be stored in assigned places in the storage closet.
2. Each instrument must be kept in a cleaned condition and in working order. (periodic inspections will be made.)
3. Each instrument must be placed in the case and latches must be fastened.
4. All percussion instruments must be maintained in a clean and workable condition and must be stored in a percussion cabinet. Drumheads, mallets, etc. will be replaced only if broken

through normal usage. It is recommended that percussion student provide his or her own sticks for practice at home.

5. The student is responsible for any damage caused by leaving the instrument unattended or not maintaining the equipment properly.

Color Guard Member

Flags, poles, sabers, and rifles must be maintained in the following manner:

1. Each member is responsible for the storage of his or her equipment in the facilities provided.
2. Flags must be cleaned and pressed as needed.
3. No equipment can be exchanged or used by anyone not assigned to that piece.
4. Members will be held responsible for any lost or damaged equipment.
5. Flagpoles must have protective caps on both ends.
6. Rifles and sabers will also be protectively taped where deemed appropriate by the instructional staff.

Uniform Care

1. The uniform should be cleaned and pressed at regular intervals (at least twice a year) or whenever needed. You have been issued a top-quality uniform, please keep it in the best possible condition.
2. A \$35.00 participation fee is due upon the receipt of the uniform. It is recommended that student's uniforms be dry cleaned before the Souderton Christmas parade and after the Harleysville Memorial Day parade. All uniforms are cleaned at the parents expense.
3. Uniforms will be issued to band members the week before band camp. Uniforms will be returned after the Harleysville Memorial Day Parade at the end of the school year. The date and time will be announced closer to the distribution and collection.
4. Plumes will be kept at school and issued to students at performances.

5. No alterations will be made without the permission of the band director or the uniform chairperson's approval.
6. To retain shape, hang uniforms on hangers provided.
7. Uniforms should be kept in a plastic or garment bag and stored in a dry place.
8. No uniforms or pants of uniforms should be kept lying around the band room, school, bus, etc.
9. You will be responsible for all issued uniform parts and expected to replace fully any parts damaged beyond normal wear or unavoidable accident.
10. All marching band members will need to purchase and own two black band member t-shirts to be worn under the marching band uniform at all performances.
11. Each marching band member will need to purchase and own appropriate marching band shoes. Students will be fitted for shoes during the first week of band camp.

THE BAND IS ONLY AS SHARP AS ITS UNIFORMS. IT ONLY TAKES ONE
POORLY KEPT UNIFORM TO HURT THE ENTIRE BAND AND ITS
REPUTATION!

WHAT YOU NEED FOR BAND CAMP!

1. **Wear weather appropriate clothes.**

The school district dress code will be followed. Don't wear any restrictive clothing.

2. **Sunglasses!**

Yes, please wear sunglasses.

3. **No Watches or Cell Phones**

The time seems to pass more quickly if you are unaware of it. Cell Phones are not permitted on the marching band field and should be left in the band room.

4. **Socks and Sneakers!**

Cross-trainers are preferred. No boots , high tops, or canvas shoes such as Chuck Taylors. The anklebone must be visible. Sandals, flip-flops, and shoes not covering the heel are not allowed.

5. **You Must Wear A Hat!**

Baseball hats will be worn for winds and percussion. **Bandanas** will be worn for the guard.

6. **Bring Your Own Personal Water Jug!**

It is important to stay hydrated at all times. Make sure you drink plenty of water before each rehearsal/performance. Water breaks will be given frequently during rehearsals. Students are expected to only be drinking water during scheduled water breaks not sport drinks or other beverages.

7. **Personal Items.**

Be sure to bring sun block, lip balm, tissues, a towel (black), etc... to each rehearsal, leaving them on the sidelines or on your person.

8. **Equipment!**

You are expected to bring your instrument, lyre, flip-folio, pencil, music (show/stand tunes), drill book, etc... to every rehearsal. All equipment (ex. Instruments) and personal effects (Ex. Bags) will be taken home each night.

Other Important Things

1. **Arriving/Attendance**

Please arrive 15 min. early to ever rehearsal.

Every student is expected to attend all band camp rehearsals.

Band Camp – Last two full weeks in August before school starts!!!

- Monday - Thursday 1pm – 9pm
- Friday 12pm – 6pm

Please visit www.soudertonbigred.org for updates.

2. Meals

Students will be given a dinner break during each night of band camp. It is recommended that you bring a bagged lunch that does not require being heated or cooked. Microwaves will not be available. If students wish to leave campus to dine out, they must do so in a responsible and safe manner. If a band member abuses this privilege it will be removed for the entire year. Please do not eat or drink in the Band Room. Feel free to eat outside or in the hallway. Remember to clean up after yourself.

The Big Red Band Booster will provide one dinner per week during band camp at a minimal cost to students. It is great food, so bring your appetite.

Fund-Raising

The money raised through fund-raisers is used but not limited to helping offset additional costs for the purchase of new instruments, music, drill, staff salaries, and many other items needed for the band to function. We hold various fund-raisers throughout the school year. It is expected and encouraged that all students will participate in all fund-raisers. Participating in various fund-raisers over the year will lighten the students' financial obligations and will benefit the organization as a whole. For more information on upcoming fund-raisers that you and your parents should be aware of, please visit the Big Red Band Booster website www.soudertonbigred.org, refer to the monthly "Red Note" newsletter, or contact the fundraising chairperson.

Band Store

This is a list of items that will need to be purchased by band members to participate in Marching Band. If items are lost or need to be replaced they can be acquired through the Band Store run by the BRBB (Big Red Band Booster).

Participation Fee	- \$30.00
White Gloves	- \$ 2.00 a pair (wind players will need two pairs)
Black Wrist Bands	- \$ 5.00 approx. (drum line/pit only)
Color Guard Gloves	- \$ 15.00 approx. (color guard only)
Garment Bags	– available in the band store
Band T-Shirt	- \$ 12.00 – The band t-shirt must be wore under the band uniform at performances and engagements (two band shirts per student)
Black Shoes	- \$37.00 approx.

BIG RED MARCHING BAND HANDBOOK AGREEMENT

I, _____ have read and fully
Student's First and Last Name (Print)
understand the policies and expectations of the Big Red Marching Band Handbook. I accept the responsibility as a participating member of the marching band and all expectations that go with it. I am aware of the attendance obligations for both rehearsals and performances.

Student's Name _____
(Please Print)

Student's Signature _____
(Please Write)

Parent/Guardian Name _____
(Please Print)

Parent/Guardian Signature _____
(Please Write)

**Please sign and return the Handbook Agreement,
Medical /Treatment, Information Waiver and Calendar
Agreement forms to Mr. Tucker by the last day of band
camp.**

MARCHING BAND CALENDAR STUDENT AGREEMENT

I have received a copy of the Big Red Marching Band Calendar for the entire school year. I have also visited the Big Red Marching Band Website www.soudertonbigred.org. I have reviewed its contents and have given special attention to the dates such as rehearsals and especially competitions. I am fully aware of attendance policy for the marching band season and will do everything possible to avoid conflicts during the season since my attendance and membership is extremely important. I am also aware that I am to have dates that would be missed in a written letter submitted to Mr. Tucker before the end of Band Camp. I will communicate with Mr. Tucker and the staff about sudden illnesses or family emergencies that arise during the season.

Parent/Guardian's Signature	Date
Student's Signature	Date

Please sign and return the Handbook Agreement, Medical /Treatment, Information Waiver and Calendar Agreement forms to Mr. Tucker by the last day of band camp.

Medical Information/Treatment Form
Big Red Marching Band

Participates Name: _____

Parent/Guardian Name: _____

Home Phone #: (____) _____ Work Phone # (____) _____

Address: _____

Parent/Guardian Name: _____

Home Phone #: (____) _____ Work Phone # (____) _____

Address: _____

Health Insurance Co. _____ Policy # _____

Family Doctor: _____ Phone # (____) _____

Place Copy of Insurance Card (Front)

Place Copy of Insurance Card (Back)

List Known Health Problems:

List Daily Medications Needed: (must follow school medication policy)

List Known Allergies:

Food: _____

Medication: _____

Other: _____

List Date of Last Tetanus Shot: _____

My Child May Be Given: Tylenol Yes No (Please Circle)

 Ibuprofen Yes No (Please Circle)

 Benadryl Yes No (Please Circle)

My Child is Prone to Motion Sickness: Yes No (Please Circle)

PLEASE NOTE: DO NOT send Tylenol, Ibuprofen, Benadryl, etc... with your child. If medication is necessary, it will be administered by the school nurse, staff member or chaperone ONLY. According to school policy, your child is NOT permitted to carry any medication with them. (This includes all over the counter medications such as cough and cold medications)

I give permission for my child to receive treatment at a local medical facility in the case of an emergency. I understand that I (and/or my insurance plan) am responsible for all costs incurred.

Parent/Guardian Signature: _____ Date _____

Souderton Area High School
Marching Band Student Information Waiver

I, _____, parent of _____, understand that the intent of the release of my phone number, address, and e-mail address for use of contact is for the private use by the SAHS Band Program and will not be used for any other means of communication. I also understand that my child will be photographed for use in the football program, Celebration of Bands program, and various materials promoting the SAHS Band Program.

_____ I agree to have my phone number, address, and e-mail address used for communication purposes within the band program.

_____ I do not agree to have my phone number, address, and e-mail address used for communication purposes within the band program.

_____ I agree to allow my child to be photographed for various materials related to the SAHS Band Program.

_____ I do not agree to allow my child to be photographed for various materials related to the SAHS Band Program.

Parent/Guardian Signature: _____ Date _____

Please sign and return the Handbook Agreement, Medical /Treatment, Information Waiver and Calendar Agreement forms to Mr. Tucker by the last day of band camp.