2014-2015

 BRANDYWINE 6th grade

**BAND HANDBOOK**



Greetings Brandywine Beginning Band Students and Parents!

My name is Ruth Livengood and I am the band director for Brandywine Public Schools.

I am thrilled that you have decided to embark in band class, as it is truly one of the most beneficial groups that your student will ever be a part of!

By now, students should have their instruments, “Sound Innovations” book, and supplies (reeds, valve oil, or slide cream/water, cleaning kit etc. depending on their instrument). If for some reason these items are not obtained, I need to be contacted immediately! Supplies can be purchased at local music shops or ordered through me if necessary.

The information you need to know is included in this handbook. I am asking BOTH parents and students to sign and return the last page to me by Friday. Also, please don’t forget to list your e-mail addresses if you have them, as I do my best to remind students and parents of concerts and give other helpful information!

Parents: At this point, because the first year of playing is SO CRITICAL, your student should be bringing their instrument home ***every night*** to practice. Also, at a practice session, It’s not the QUANTITY of time practiced, but instead QUALITY. I ask students to set musical goals and work towards them instead of saying “practice 30 minutes per day”.

Unfortunately, students meet every other day for band. For instance, the same class of students will have band Monday, Wednesday, and Friday of one week, and Tuesday and Thursday of the next week, and the rotation continues in that order for the rest of the year. **I always tell a student if they can’t remember if they have band, to BRING THEIR INSTRUMENT anyway!** Students get 5 points daily, which includes preparation points (bringing your materials). More importantly, however, if a student misses ONE day of band, it is equivalent to almost two lessons, as each day is VERY CONCENTRATED with information! I have tried making a schedule of the days students have band in the past but because of changes made with the school schedule I have had to revise it so many times it ended up being more confusing than anything after sending multiple revisions of the schedule.

**Enclosed is the band calendar, please make sure you put the band performances on your calendar, and also notice uniform information.** Also please read the enclosed form/permission slip for practice clubs which are wonderful opportunities for students!

If you have any questions, please don’t hesitate to contact me! I can easily be reached at rlivengood@brandywinebobcats.org or 269-683-4800 ext. 205.

Thank you!

-Mrs. Ruth Livengood

 6TH GRADE BAND PERFORMANCES, 2014-2015

ALL PERFORMANCES ARE MANDATORY

**\*HOLIDAY CONCERT Sunday, December 7th, 2:00 pm in HIGH SCHOOL GYM**

*(students should prepare to arrive at approximately 1:30, more details to follow)*

**\*SPRING (COLLAGE) CONCERT, Thursday, May 7th, 6:00 pm in HIGH SCHOOL GYM**

*(students should prepare to arrive at approximately 5:15, more details to follow)*

Note: Please see band handbook for further instructions pertaining to performances. The students are expected to stay for the entirety of concerts unless cleared with the band director otherwise. Part of the educational experience of the concert is to watch/learn from others performing. Each performance is worth 100 points!

**STUDENT EXPECTATIONS**

Members of the Brandywine 6th Grade Band class are expected to:

* + Attend **ALL** performances (see 3rd page for our 2 performances)
	+ Bring all necessary materials (instrument, pencil, book/music, reeds, etc) to band class and concerts. Even if students CAN share music/books, their music/books need to be brought daily to mark various things, etc.
	+ Give utmost effort to prepare assigned music and learn bookwork

Show proper respect for the band room school property and instructors

Students are expected to give 100% effort 100% percent of the time! ☺

**CLASSROOM PROCEDURES**

* + Students are to arrive to class as quickly as possible, get their music stand, instrument set up, and music out, NOT PLAYING until instructed to
	+ Students who are not able to participate in class (did not bring their instrument, etc.) must play “air horn/drums”

*Note: Students are prohibited from working on any other classroom, reading, etc. work during rehearsal. Even if they do not have an instrument or can’t play for some reason, they will*

*still benefit from rehearsal by paying attention, fingering along, etc. as most of what we learn is cognitive! ☺*

**DISCIPLINE PROCEDURE**

*Note: these may not necessarily occur in order, depending on the severity of the offense*

1st offense- Verbal Warning

2nd offense-Parent will be contacted regarding issue

3rd offense- Student will be sent down to the office/written up

If a student repeatedly requires additional disciplinary action, a conference may be required between the student, parent/guardian, band director and principal, and depending on the severity of the situation, the student may be removed from band.

**GRADING/POINT SYSTEM**

Students will receive 5 points each class for adhering to class expectation guidelines. Points will be taken away for talking, disrespect, breaking school guidelines, or NOT bringing materials to class (instrument, music/book, reeds/oil, and pencil). ***Note: almost all points taken away in band class are for talking during rehearsals and for not bringing materials to class!***

**Performances are worth 100 points**, and the bulk of the band grade for each semester. In band we spend months working towards our performances, which are the equivalent of a huge class project/presentation. Students rely on each other, as a team, to work together to accomplish a performance. Attendance is not optional, but IMPERATIVE!

**EXCUSED ABSENCES FROM PERFORMANCES**

Many students and parents will ask the question, “What qualifies as an excused absence from performances?” Below is a list of examples of excused absences and unexcused absences. My GENERAL rule is if the school will excuse it, I will excuse it. If a practice or a game conflicts with a performance, I do my best to contact coaches involved (you still need to communicate that to me so I know who to contact) and 99% of the time, a resolution is able to be worked out. However, remember that band is a **PERFORMANCE-BASED CLASS** **FOR A GRADE**, and EACH ABSENCE affects others in the band. In addition, grades are given for EVERY class and performance. Because of this, excused absences are very limited in order to maintain a successful band program for the students. Excused absences are ultimately up to the discretion of the band director. **COMMUNICATION IS KEY**, and I expect students to be able to communicate!

*EXAMPLES OF EXCUSED ABSENCES:*

-Excused illnesses/appointments through the school (I would expect that appointments such as physicals, etc. not be scheduled during a performance). Documentation needs to be sent to the teacher.

-Weddings or very important events out of town that are pre-planned and cannot be worked around

-Conflicts comprising a students’ religious convictions

*EXAMPLES OF UNEXCUSED ABSENCES:*

-Skipping a performance

-Non-family emergency

-Birthday Parties, etc.

-Not notifying Mrs. Livengood in advance about missing a performance (unless in an emergency situation)

-Not having a ride (I can get you one if you let me know in advance!)

-Not having proper concert clothing (I can help if I know in advance!)

-Not knowing when the concert is (IT’S IN THIS PACKET!) ☺

**TESTING**

Periodically, students will have a writing/playing evaluation. SOMETIMES (not often) I may as a student to play by themselves, NOT for embarrassment, but because it is VERY hard to asses an individual student accurately unless they are by themselves.

**REPAIRS/SCHOOL-OWNED INSTRUMENT POLICIES**

For **PERSONALLY OWNED INSTRUMENTS** that need a repair, students have the opportunity to send it in for repair through the director (this requires a written note from parent/guardian), or to take it to a local instrument-repair shop. Students who seek their own repairs for their instruments need to bring a note of verification from their parents/guardians to avoid losing points for not having an instrument. For liability reasons, the band director will not attempt to fix even simple repairs. *Please note that only specially trained instrument repairmen should ever be attempting to fix an instrument! Instruments must be fixed as soon as possible so students don’t become behind in class!* For **SCHOOL-OWNED INSTRUMENTS**, instruments need to be returned to the director for repair of ***any kind.***

 *Other applicable info:*

It is the STUDENT’S responsibility (not the band director’s) to initiate the process of getting their Instrument repaired immediately.

Woodwind instruments should be overhauled (checked over) once a year to ensure that all pads and mechanisms work properly. Vacation periods are the best times to accomplish this.

**UNIFORMS**

Students must obtain the following uniform parts for concerts.

***\*Black (entirely-no other colors visible) PANTS AND SOCKS***

***\*WHITE dress shirt (NOT a t-shirt or tank top, no other colors than white visible)***

***\*Black dress shoes (no other colors visible than black)***

Special instructions pertaining to uniforms:

* + Since the purpose of wearing a uniform is to make all members look as similar as possible, students should refrain from wearing excess make-up, jewelry, bright or big hair accessories, or anything else that would make them stand out from the band.
	+ All uniforms should look as professional as possible (casual clothes are not acceptable)
	+ Students should periodically check their uniforms throughout the year to make sure they still fit properly; if a student outgrows a uniform part, the student must arrange to provide another appropriate garment
	+ IF A STUDENT CANNOT OBTAIN APPROPRIATE CONCERT CLOTHES, MRS. LIVENGOOD MUST BE NOTIFIED **AT LEAST TWO WEEKS PRIOR TO A PERFORMANCE** IN ORDER TO ASSIST. IF A STUDENT SHOWS UP IN IMPROPER CLOTHING, DOESN’T SHOW UP AT ALL DUE TO NOT-HAVING A UNIFORM, ETC. THEY WILL THEIR GRADE WILL BE NEGATIVELY AFFECTED AS OUR PERFORMANCES ARE CLASS PROJECTS!

**2014-2015 BRANDYWINE MIDDLE SCHOOL BAND CONSENT FORM**

I certify that I have read the 2014-2015 Brandywine MS Band Handbook and am aware of and agree to abide by its policies. I have also read the 2014-2015 Brandywine MS Band Calendar and understand the importance of adequate notice for absences as outlined in this handbook. As a Parent/Guardian, I give my consent to allow my student to participate in all facets of band performances outlined in the Band Calendar, and both as a student and parent, we agree to participate (or allow participation) in all band performances unless in the event of an excused reason outlined in the handbook.

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

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

Date\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Phone(s)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Do you wish to receive texts? \_\_\_\_\_\_ YES \_\_\_\_\_\_\_ NO

Do you give your permission for your child to watch G, PG, and PG-13 rated films in class? \_\_\_\_\_\_\_\_\_

Parent/Guardian Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Parent/Guardian E-mail(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student E-mail\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(Parents and students, please include your e-mail if you wish to be included in a parent e-mail network-you will get reminders, etc-most parents find this to be EXTREMELY HELPFUL)**

\*NOTE-phone numbers may be used by the teacher OR chaperones in the event that a parent needs to be contacted for any reason.

**STUDENTS: PLEASE RETURN THIS COMPLETED FORM TO MRS. LIVENGOOD IN BY FRIDAY, SEPTEMBER 12TH, 2014. This is a 20 point assignment!**