

NAUGATUCK HIGH SCHOOL
MARCHING BAND



Student Handbook
2017-2018

WELCOME TO THE NHS MARCHING BAND FAMILY!

Welcome to the NHS Marching Band! We are very pleased to have you as member of our program. I believe you will find the band to be both challenging and rewarding. We will work together throughout the season to make marching band a wonderful and successful experience for everyone!

The student handbook contains a great deal of information and is a great resource for all students, not just those participating for the first time. In addition to the handbook, information and program updates are available through our website www.naugatuckmarchingband.com in addition to the band twitter account @naugyband. Please check both resources often to ensure you have the most updated information.

If, at the conclusion of the preliminary rehearsals, you would like to participate in the band program you will need to submit a signed "Permission & Medical Information Sheet" to confirm your commitment to the program, as well as acknowledges receipt of the student handbook. Both parent and student signatures are required. Please check the attached fall schedule to ensure you have no significant conflicts. **The form must be returned no later than Tuesday, June 6th.** If for any reason you will not be present at rehearsal that evening please e-mail the form to the address below, and bring it with you to the next rehearsal.

I look forward to a successful season!

Sincerely,

Robert Hughes
Director of Bands
robert.hughes@naugatuck.k12.ct.us
203-720-5653

PROGRAM COMMITMENTS

Summer Rehearsals – Evening rehearsals throughout the summer focus on learning and memorizing our fall show music, as well as developing proper playing technique, and basic marching technique. All students are expected to attend all summer rehearsals as stated in the attendance policy. The only exception to that policy is if you are out of town on a family vacation. (This exception is ONLY for summer evening rehearsals and does NOT include band camp)



Regular Season Rehearsals – Every Tuesday and Thursday evening from 6:00-9:10pm. The extra 10 minutes allows the band to have a full 3 hour rehearsal and allows the director ten minutes to provide you with important information regarding the week’s schedule and handout any paperwork needed, etc. The attendance policy is in effect for all regular season rehearsals.

Sectionals - Weekly rehearsals with buddy pairs and instrumental groups that focus on improving show music and marching. It is very important that you attend all of these sectionals and are on time. Sectionals are normally scheduled for one hour on Tuesday or Thursdays before regular rehearsals. You should expect to have a sectional at least one evening per week 5:00-6:00pm.

The Moving of “PIT” – Pit is the group of large instruments that do not move or march on the field during the show, such as: marimbas, vibes, xylophones and gongs. They are placed on the front of the field and enhance the overall musicality of the ensemble. These instruments must be moved to and from the practice and competition sites. Each section of the band is put onto a rotational schedule to help move these instruments. The Drum Majors will post and announce the schedule for which section will help on a rotating basis. The students should be prepared to be a few minutes early or to stay a few minutes late on their respective days.



Parades - We support our community through four parades we participate in each year. These parades are mandatory performances and are part of the attendance policy. We march on Veterans Day, and the Ansonia, Middlebury & Naugatuck Memorial Day parades.



Football Games – The band plays at all home football games and the Thanksgiving Day Game (home only). All students are expected to attend all games. The band performs the National Anthem at the start of the game, ‘pep tunes’ during the game, and performs our Marching Band Show during half time. Dress is “Class B” uniform with the show t-shirt, except for Thanksgiving Day when the “Class A” uniform is worn. Football games are considered a performance.

BAND CAMP

Band camp is the foundation of our season! This is also the most important, memorable, and exciting time! This crucial week and a half is used to teach marching basics, final memorization of the fall show music, the marching and visual drill formations, and putting all the elements together.

All Marching Band members are required to be at band camp full-time. Camp is for the full band and will run from 9am to 9pm. Students are expected to arrive 10 minutes early to be prepared for rehearsal.

Daily camp schedule:

- 9:00-12:00 Marching & music basics
- 12:00-1:00 Lunch – on premise
- 1:00-4:00 Learn Drill
- 4:00-6:00 Dinner break – unsupervised
- 6:00-9:00 Full ensemble/music rehearsal

A morning and evening snack is provided daily to the students by the Greyhound Band Association and a water station is set up for you to refill your water bottles. Students are required to come prepared with an insulated container full of water to start the day.

Students have one hour for lunch and it is recommended they bring their lunch in a cooler (no refrigerator is available) they may not leave campus for lunch. Students have a two-hour break for dinner. There is no supervision for dinner therefore it is highly recommended that students go home. The band room will be locked during this time. Many students take turns going to a friend's house or make plans to go in groups to the local restaurants.

Here's a list to help you be prepared for Band Camp & Regular Rehearsals!

What to wear? – Appropriate for weather

- Comfortable sneakers with socks (NO flip flops or sandals – including pit students)
- Shorts
- Hat
- Sunglasses
- Sunscreen!

What to bring?

- Music – all of it – all of the time
- 3-ring binder (for show music/drill)
- Pencil (edit music and drill)
- Dot book – provided to students by Greyhound Band Association
- Instrument & supplies (reeds, valve oil, etc)
- Water only. No “sugared” beverages are allowed due to attraction of bees.

COMPETITIONS

We will compete approximately 10 times per season, usually on Saturdays, but occasionally on a Sunday. The tentative competitive schedule is enclosed with this handbook and a regularly updated schedule is available on our website www.naugatuckmarchingband.com. There will always be slight adjustments to the schedule based on weather or unforeseen circumstances; however, it will only be when absolutely necessary and in the best interest of the band.

Show Day Run Down

- Rehearsal – Generally Saturday rehearsals begin at 10am, but the time and length of rehearsal is based on our competitive performance time that changes from week to week. Rehearsal time will be confirmed a week prior to a competition. Normally, we will rehearse for 4 hours during the day and leave for performances in mid to late afternoon.
- Break – students are given approximately a 90-minute break after rehearsal to eat and prepare for the performance. Please bring a late lunch/early dinner to rehearsal. Students are not allowed to leave campus. The pre-performance meal is important as you cannot perform your best when you are hungry.
- “Class A” Uniform – you will check out your uniform after rehearsal and will change into ‘half dressed’ with just the pants on, prior to the scheduled departure time.
- Helmets – will be distributed the day of the competition prior to the students boarding the bus.
- Showtime – Once students arrive at the competition site they participate in a warm-up routine and then perform the field show. After the performance, students are brought back to the buses and are under the direction of parent volunteers.
- Changing – students change into their “Class B” uniforms after performances. Students must plan for appropriate dress (layers) depending on the forecasted weather.
- Food – at most shows, after they change, students will have the opportunity to purchase additional food. It is the student’s responsibility to bring cash with them – venues do not accept credit or debt cards.
- Awards – Once the show is complete student leaders will participate in the awards ceremony. Once the awards are distributed parent volunteers will escort all students back to the bus. Students are to remain together at all times, notify parents if they need to use the restroom/purchase food, and are to use the buddy system. No exceptions.
- Unload – Once the band returns to school students are required to help unload the equipment truck. Please have your parents called and ready for you when we return. We all help, as we all want to get home as soon as possible and many hands make light work!

DRESSING FOR SUCCESS

Musician Uniforms – “Class A” uniforms are worn for all marching band competitions. They include pants, jacket, white helmet with garnet plume, white band shoes, and white gloves. The Class A band uniforms are valued at \$400 each and are owned by the Board of Education. Each student is fitted for a uniform during band camp and is responsible for their assigned uniform, including garment bag. They are loaned to each student for the season.

The Greyhound Band Association organizes the uniforms and the cleaning of them. All uniforms are kept in school and are handed out just prior to departure for each performance, and are returned immediately when we return to school.

Each student is responsible for the cost of the marching shoes and gloves (for wind players). Cost is \$37 for shoes and \$3 for gloves. Students must purchase, on their own, appropriate BLACK undergarments to be worn under the uniform for the warm and cold weather.

Rules for “Class A” Competitive Dress:

- ✓ All hair must be up, hair sprayed, and completely invisible under the helmet. This includes both boys and girls. Hair elastics, bobby pins, snap-clips, or headbands required to make this happen are the responsibility of the student.
- ✓ Marching shoes must have your name, in permanent marker, written on the inside of the shoe.
- ✓ Black socks must be pure black. NO colored heels, stripes, Nike symbols etc. The colored heels of the socks will show when marching and take away from the uniformity of the group.
- ✓ Socks MUST come up to your mid calf so no ‘skin’ is showing when you march.
- ✓ Undergarments are BLACK. Includes: T-shirts (NO tank tops/cutoffs), shorts, thermals, & socks.
- ✓ Athletic wear works best; NO jeans material is to be used
- ✓ Uniforms must be hung properly, with pants folded and the jacket zipped and clipped, to ensure it is in pristine condition for the next performance.

Color Guard Uniforms – professionally made costumes are designed and coordinated with the show each year. The uniforms are ordered specifically for each guard member. Due to the uniforms being constructed for each guard student, they cannot be reused or returned. As a result, students are required to pay for their individual uniform. All uniforms are kept in school, handed out prior to each performance, and are returned immediately when we return to school. At the conclusion of the school year, students will be able to take home and keep their uniform. Guard students are also responsible for the cost of their shoes, and gloves. These items are ordered through school, and the costs are approximately: \$150 for uniforms, \$33 for shoes and \$17 for gloves.

Class B - Black wind suit pants and jacket. The class B is worn after all competitions, for performances at football games, and for performances when we do not wear Class A uniforms. The provided show shirt must be worn under your Class B. The Class B uniform costs approximately \$115. Each student is responsible for the cost, care, and cleaning of his or her own wind suit.

Concert Dress – All concerts are formal black and white attire.

- Boys: dress shoes, dress pants (no jeans), dress shirt with collar (no polo type shirt), and tie
- Girls: shoes (no sneakers or flip-flops), skirt or dress pants (no jean material, no mini skirts), blouse (no tank tops or polo shirts)

EQUIPMENT CARE & MAINTENANCE

Personal Equipment - Students are responsible for the care, cleaning, and continual maintenance of their own equipment. It is each student's responsibility to make sure the equipment is in perfect working condition at all times. Please be sure it is oiled, cleaned, polished, and checked professionally to ensure that it is in working order.

School Equipment - There is a limited number of school equipment that is loaned to students. School equipment is maintained by the band program. Any damage to equipment as a result of misuse or negligence will be billed to the student. It is the student's responsibility to make sure all equipment is properly cared for, including purchasing reeds, oiling, and the cleaning and polishing of them.

Instrument-Specific Requirements:

Reed instruments - Students are responsible to purchase their reeds from local music retailers. All reed players (clarinets, all saxophones, and bass clarinets) should come to rehearsal with two #3 Vandoren reeds. This reed is very consistent and provides a uniformed sound. Students should always have at least one spare reed. If a student does not have a reed they can purchase one from the Band Director at a cost of \$3.00.

Brass Instruments - should all have valve oil and slide grease. Instruments should be cleaned twice a year in a sink/tub. All parts are in good working order.

Percussion Instruments – All percussion instruments are provided by the band program, but each student is responsible for their assigned instruments and its care. Students must have their own sticks and mallets at every rehearsal. They are part of your instrument, as they cannot be played without them. Extra drumsticks will be provided to students at the cost of \$10 per pair. Students participating in the battery section are required to purchase white athletic wristbands.

Guard – The Greyhound Band Association will purchase the guard, flags, poles, and equipment specifically for each guard member. Students on the rifle line are responsible for purchasing their own rifle through the band program. The cost of each rifle is approximately \$40.

Band Room - It is everyone's responsibility to keep the band room clean and neat. Instruments must be put away in their assigned area. Only water is allowed in the band room. **ABSOLUTELY NO FOOD OR DRINKS!** The band room is supervised, but not secured at all times. Leave your instrument at your own risk. Any personal items left behind will be discarded.

STUDENT LEADERS

Student Leaders are a great resource to students as they can assist in answering many questions you will have. (i.e. – Are we rehearsing in the band room or on the parking lot? When do I get my uniform? What time will we be getting home?). These questions and many more can and should be answered by the student leadership. If a sergeant can't answer a question, they will bring it to the Drum Majors or to the Director. The chain of leadership is set up this way, Sergeant to Drum Major to Band Director, to allow rehearsals to run smoothly and without unnecessary interruption.

Caption Sergeants are responsible for taking care of an instrumental section. Students earn the right to be Sergeant through an application process that takes into account their leadership qualities, participation in band activities, and attitude. These leaders will assist their instrumental group with show music and marching as well as other administrative responsibilities.

Guard Captains are the student leaders of the color guard. These leaders will run 'sectionals' where they assist the guard with the weapon and flag work. The captains are also responsible to ensure that all students are prepared for rehearsals and competitions, including checking to make sure that all students' have all necessary uniform, hair, and makeup for competitions, as well as their equipment. They also are required to stop by the band room each day to check-in with the band director for updates, as well as check the scheduled upcoming events on the white board to ensure all the information regarding events, fundraisers, rehearsals, etc. is communicated efficiently to the guard.

Drum Majors are the marching band's student conductors. The band director cannot be on the field with the students while performing at competitions, student leaders must direct them. The Drum Majors are responsible to get to rehearsal a half an hour early each evening to set up the field with the podiums, cones, and field markers. Drum Majors will run many elements of our rehearsals, along with the director and staff. The students must follow all instruction given by the Drum Major. The band director and the drum majors work very closely together to ensure things are operating smoothly. Students must trust that the Drum Majors will do what is in the best interest of the band. In addition to the standard application process drum majors also audition for the position by conducting in front of the band. These two items combined with their leadership skills and their attitude earns them the honor of drum major.

J Board: the "judicial board" will be comprised of student leaders, and will be overseen by a volunteer staff member. The J Board will preside over all absentee forms that impact a student's participation in a performance. The J Board will have the authority to determine whether an absence is excused or unexcused. Rulings will be determined by a majority vote of the J Board, and their decisions are final. Consequences will be based on the attendance policy. The Band Director has the sole authority to impact academic grades and credits earned in accordance with the attendance policy.

ATTENDANCE POLICY

Attendance

Attendance is not optional, and absences may affect your grade and/or future participation. Even if just one student is not present it adversely affects the entire ensemble's ability to rehearse effectively. Unlike other competitive activities we do not have subs to put in when a student is absent.

In order for the band to be successful all students need to be present and on time, every time. All students are to arrive ten minutes before rehearsal begins. This allows you to gather all necessary rehearsal equipment and be ready to rehearse 5 minutes prior to the start of rehearsal.

If you have an extenuating circumstance and must be absent there is a form that must be submitted one week prior to the absence. Forms can be submitted via www.naugatuckmarchingband.com. In the event of a last-minute unavoidable emergency you must notify your Sergeant. Missing of multiple rehearsals and/or a performance is subject to immediate dismissal from the group.

Attendance Policy:

- Students must be at all rehearsals and performances
- Performances include all competitions, football games, concerts, and parades
- A missed performance and/or the third occurrence of a missed rehearsal will be sent to the J Board for review
- Excused absences may include: illness, death in the family, school sponsored trip, game/performance in lieu of rehearsal
- Illness is only excused with a DOCTOR'S NOTE
- Enrolled students are required to participate in the Winter and Spring Concerts, and the bi-annual Borough Music Festival

ENROLLED STUDENTS	
Missed Performance/3rd rehearsal absence	15-point deduction from the quarter grade (per absence) Benched during next competitive performance Extra credit denial
NON-ENROLLED STUDENTS	
Missed Performance/3rd rehearsal absence	Benched during next competitive performance Extra credit denial

GRADING & BEHAVIOUR POLICIES

Grading - Enrolled students will be assessed by three specific rubrics as outlined below

Grading Policy:

- 50% Ensemble participation (Participation rubric – once per quarter)
- 20% Performance Evaluations (Ensemble evaluation rubric – 2-3 times per year)
- 30% Skills Assessment (Performance Assessment rubric 3-4 times per year)

Behavioral Policy:

- Students must be respectful at all times to the staff, band members, and volunteers.
- Guide to appropriate conduct:
 - No swearing or inappropriate language
 - Listen and follow directions - No talking back
 - Keep away from equipment/instruments that do not belong to you
 - Stay in your assigned area at all times

Students that disrupt the learning environment will incur the following repercussions:

- First Offense – student will receive a verbal warning
- Second offense – temporary suspension from the program (all rehearsals & performances) until a meeting is held with the student, student’s parents, band director, and an administrator
- Third offense – student may be dismissed from the program

June 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28 = 12:30 PM Ansonia & Middlebury Parades	29 Memorial Day = 8:30 AM Naugatuck Parade	30 = 6:00 PM Fall 2017 Rehearsal	31	1 = 6:00 PM Fall 2017 Rehearsal = 7:00 PM Board Meeting	2	3
4	5 = 6:00 PM Band Banquet	6 = 6:00 PM Fall 2017 Rehearsal	7	8	9	10
11	12	13	14	15	16	17
18 Father's Day	19	20	21	22 = 6:00 PM Guard Rehearsal	23	24
25 = 8:00 AM Fundamentals Camp	26 = ... Fundamentals Camp	27 = ... Fundamentals Camp	28 = ... Fundamentals Camp = 6:00 PM Guard Rehearsal	29 = ... Fundamentals Camp	30	1

July 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26 = 8:00 AM Fundamentals Camp	27 = ... Fundamentals Camp	28 = ... Fundamentals Camp	29 = ... Fundamentals Camp = 6:00 PM Guard Rehearsal	30 = ... Fundamentals Camp	1
2	3	4 Independence Day	5	6 = 6:00 PM Guard Rehearsal = 6:00 PM Percussion Rehearsal = 7:00 PM Board Meeting	7	8
9	10	11	12	13 = 6:00 PM Guard Rehearsal = 6:00 PM Percussion Rehearsal	14	15
16	17	18	19	20 = 6:00 PM Guard Rehearsal = 6:00 PM Percussion Rehearsal	21	22
23	24	25	26	27 = 6:00 PM Percussion Rehearsal = 6:00 PM Guard Rehearsal	28	29
30	31	1 = 6:00 PM Regular Rehearsal	2	3 = 6:00 PM Regular Rehearsal = 7:00 PM Board Meeting	4	5

August 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
30	31	1 6:00 PM Regular Rehearsal	2	3 6:00 PM Regular Rehearsal 7:00 PM Board Meeting	4	5	
6	7	8 6:00 PM Regular Rehearsal	9-11 BAND CAMP				12
13	14-18 BAND CAMP						19
20	21	22 6:00 PM Regular Rehearsal	23	24 Teacher First Day 6:00 PM Regular Rehearsal		25	26 10:00 AM Regular Rehearsal
27	28 First Day of School		29 6:00 PM Regular Rehearsal	30	31 6:00 PM Regular Rehearsal	1	2 6:00 PM Regular Rehearsal

September 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
27	28 First Day of School		29 6:00 PM Regular Rehearsal	30	31 6:00 PM Regular Rehearsal	1	2 6:00 PM Regular Rehearsal
3	4 Labor Day		5 6:00 PM Regular Rehearsal	6	7 6:00 PM Regular Rehearsal 7:00 PM Board Meeting	8	9 BETHEL
10	11	12 6:00 PM Regular Rehearsal	13	14 6:00 PM Regular Rehearsal	15	16 5:00 PM Football Game BRIEN MCMAHON	
17	18	19 6:00 PM Regular Rehearsal	20	21 6:00 PM Regular Rehearsal	22	23 THUNDER	
24	25	26 6:00 PM Regular Rehearsal	27	28 6:00 PM Regular Rehearsal	29	30 NEWTOWN	

October 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 6:00 PM Regular Rehearsal	4	5 6:00 PM Regular Rehearsal 7:00 PM Board Meeting	6 5:00 PM Football Game	7 CHESHIRE
8	9 ColumbusDay(regionalholiday)	10 6:00 PM Regular Rehearsal	11	12 6:00 PM Regular Rehearsal	13 5:00 PM Football Game	14 NORWALK
15	16	17 6:00 PM Regular Rehearsal	18	19 6:00 PM Regular Rehearsal	20 World Tour	21 SOUTHINGTON
22	23	24 6:00 PM Regular Rehearsal	25	26 6:00 PM Regular Rehearsal	27	28 NE STATES
29	30	31 Halloween 6:00 PM Regular Rehearsal	1	2 6:00 PM Regular Rehearsal 7:00 PM Board Meeting	3 5:00 PM Football Game	4 NE REGIONAL

November 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31 Halloween 6:00 PM Regular Rehearsal	1	2 6:00 PM Regular Rehearsal 7:00 PM Board Meeting	3 5:00 PM Football Game	4 NE REGIONAL
5 Daylight Saving Time ends	6	7 6:00 PM Regular Rehearsal	8	9 6:00 PM Regular Rehearsal	10 Veterans Day (observed)	11 Veterans Day METLIFE
12	13	14	15	16	17	18
19	20	21 6:00 PM Regular Rehearsal	22	23 Thanksgiving Day 8:00 AM Thanksgiving Day Game	24	25
26	27	28	29	30	1	2

