

Gretna

MARCHING HAWKS HANDBOOK



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Gretna Middle School & High School Bands



GretnaBandsVA

Table of Contents

Table of Contents	2
Welcome	4
Attendance and Absences	4
Prior Notification	4
Personal Illness or Family Emergency	5
Conflicts with Academics and Other School Activities	5
Religious Observance	5
Completion of Rehearsal or Performance	5
Financial Obligations	5
General Conduct	6
Instrument and Equipment Care	6
Marching Band Procedures	6
Band Camp	6
Camp Dates:	7
What is learned at band camp anyway?	7
After school rehearsals	7
<i>EVERY STUDENT NEEDS TO HAVE THE FOLLOWING EVERYDAY FOR REHEARSAL</i>	7
Football Games	8
Day of Game	8
Football Schedule (as of 7/13/22)	8
Football Game Attire	9
Competitions	9
Competition Attire	9
Competition Schedule (as of 7/13/22)	9
Buses	10
Parades	10
Observance of Policies, Rules, and Regulations	10
Misbehavior	10
Uniforms	11
Personal Appearance	12
Uniform procedures	12
Parent Involvement	12
Season Calendars	13
2022-2023 Handbook Agreement Form*	14

2022 Permission Slip*	15
Contact Information for 2022-2023*	16
2022 Medical Form*	17
Picture Permission Slip*	18

* These forms MUST be returned to Mrs. Shelton ASAP!

Welcome

By signing up for the marching band, you are making a commitment to the program and to your fellow classmates that you will be there:

- For rehearsals
- Football games
- Competitions
- Participating at your fullest

Music is a universal language, a pure and unique method of communication. Through music, a person can achieve an understanding of beauty, expression, and the appreciation of the finer things in life through the actual participation in them. The program pursues excellence in the education of students in many areas. Most obviously are performance technique and aesthetic education. Also, the music program is designed to strengthen critical thinking, language processing skills, mathematical-logical skills, fine motor development, historical relationships, and relationships with self and others.

Great bands are the result of students contributing towards a common goal. Each student has an obligation to the entire membership by contributing in a positive manner to every rehearsal. Each student will be required to attend many hours of practice, this is necessary to achieve the highest level of excellence and precision, build stamina and endurance, and to develop a unified picture and performance on the field.

Please take the time to thoroughly review this handbook with your child so that all those involved understand the policies and expectations of being a Gretna Marching Hawk. Know that the dates in this handbook are not set in stone, and fundraiser dates are not included. A weekly email with reminders will go home, and events will be posted on the respective social media pages. Students will need to return a signed agreement form acknowledging they and their guardians have read, understand, and comply with the handbook, as well as any other required attached forms.

Attendance and Absences

ATTENDANCE IS MANDATORY FOR ALL SCHEDULED REHEARSALS AND PERFORMANCES. Please schedule appointments outside of the scheduled rehearsals. Excessive absences, tardies, or early departures will result in a student/director conference, and a director/parent conference.

→ Prior Notification

- ◆ Notification is REQUIRED for all absences, tardies, or early dismissals

- ◆ Please send in a note with the marcher, or email
- Personal Illness or Family Emergency
 - ◆ The band directors should be notified prior to the required rehearsal or performance if possible
- Conflicts with Academics and Other School Activities
 - ◆ Notify the directors well in advance of the date of conflict
 - ◆ Every effort will be made to coordinate with the conflicting school activity to accommodate participation in both activities
 - ◆ If possible, please arrange to make up tests and receive tutoring on the non-rehearsal days
- Religious Observance
 - ◆ The directors should be notified PRIOR to the required rehearsal or performance

Completion of Rehearsal or Performance

The directors are responsible for band members until events are completed. Students are to remain with the band until dismissed following ALL events. Band members and their parents should arrange for transportation to and from performance events. Any deviations from this must be approved by the directors in advance. ***No students, regardless of age, may drive him/herself to performances held away from GHS.***

Financial Obligations

Band fees are necessary for the band to function, travel, maintain and purchase new music and equipment. Not everything on the list of fees applies to every student - make sure you look carefully at what your student needs. It is important that band fees are paid on time. Payment plans can be worked out on an individual basis - with the band director & band boosters.

Individual accounts are set up for each student. These accounts may be used to pay band fees, instrument needs, and any travel related expenses. The accounts are funded by payments into the account and/or money earned by the student by participation in fundraisers. All funds will be kept in the participating student's name until such time that the student ceases to be in the band program. If a student decides not to continue with the band, no refund of fees paid will be made. Regardless of band account balance.

This year's band fee is \$50 + accessories where needed (accessories below)

Gloves are the only yearly purchase!

Drillmasters - \$38

Gloves (woodwind players) - \$5 - for 2 pairs

Gloves (brass players) - \$7 - for 2 pairs

Color guard Shoes - \$40

General Conduct

As a member of the Gretna High School Marching Band, you will be highly visible, not only as a musical organization but as a representative of our school, community, and state. That responsibility and opportunity carries with it an obligation to project and maintain the absolute highest moral and musical integrity. Many of those who come into contact with us as we perform and travel will form their opinions about Gretna based upon the impressions we create, both in close proximity and from a distance. Therefore, the rules of Pittsylvania County Public Schools and Gretna High School apply at ALL times. As in any situation, good judgment must always prevail. All members are expected to treat all instructional staff, chaperones, other members, and equipment with the utmost respect.

Instrument and Equipment Care

All instruments and equipment must be in good working order for the marching season. Members with instruments requiring repair MUST notify the director IMMEDIATELY. Instruments should ALWAYS be performance ready, and extra care should be taken prior to performance. This means polishing brass and percussion instruments and making sure all screws and springs are working for woodwinds. All instruments should be as clean and presentable as possible.

- **SCHOOL OWNED INSTRUMENTS** - members using school instruments are expected to treat the borrowed instruments as their own, and must keep them in good working order. Damage that is a result of neglect will be the student's responsibility for repairs.

Marching Band Procedures

Band Camp

- Attendance at band camp is MANDATORY unless preapproved.
- CAMP IS RAIN OR SHINE!
- Band camp dates are set and it is imperative that everyone attend ALL rehearsals
- Any conflicts - please let Mrs. Shelton know AS SOON AS POSSIBLE so arrangements can be made

→ NO ONE IS DISMISSED UNTIL AFTER THE DIRECTOR(S) ANNOUNCEMENTS

Camp Dates:

- July 14 (Colorguard, Percussion, New Members, Leadership) 8a-5p
- July 18-21 (Everyone) 8a-5p
- July 25-28 (Everyone) 8a-5p

What is learned at band camp anyway?

- ★ Show music
- ★ Drill
- ★ Uniform assignments/equipment ordering
- ★ Learning stand tunes (music for football games & pep rallies)
- ★ LOTS & LOTS of bonding between old and new members!
- ★ EVERY STUDENT NEEDS TO HAVE THE FOLLOWING EVERYDAY FOR REHEARSAL
 - Instrument/Equipment
 - Water bottle (this is a must!)
 - Closed-toe shoes (NO SANDALS/SLIDES - no exceptions) - *if students do not have these on, they will not be allowed to practice*
 - Comfortable and school appropriate clothing
 - Show music
 - Sunscreen
 - Hat, sunglasses, bug spray (strongly encouraged)

After school rehearsals

- Rehearsals will be MONDAY, WEDNESDAY & THURSDAY for everyone 3:30-5:30pm! (unless otherwise notes on the rehearsal calendar!)
- Rehearsals will start PROMPTLY at 3:30pm either in the band room or on the practice field (students will be notified prior to the start of practice)
- From 3:08-3:30 - students may use this time for study hall, visit/get help from another teacher, time to change, and get down to the field
- EVERY STUDENT NEEDS TO HAVE THE FOLLOWING EVERYDAY FOR REHEARSAL
 - ◆ Instrument/Equipment
 - ◆ Water bottle (this is a must!)
 - ◆ Closed-toe shoes (NO SANDALS/SLIDES - no exceptions) - *if students do not have these on, they will not be allowed to practice*
 - ◆ Comfortable and school appropriate clothing
 - ◆ Show music

- ◆ Sunscreen
- ◆ Hat, sunglasses, bug spray (strongly encouraged)
- All band members are expected to help maintain the rehearsal facilities. This includes keeping ALL rehearsal areas (fields, classrooms, auditorium, etc.) clean and clear of trash and personal belongings
- Return instruments, music, and equipment to storage PRIOR to dismissal by director(s)
- **NO ONE IS DISMISSED UNTIL AFTER THE DIRECTOR(S) ANNOUNCEMENTS**

Football Games

The Marching Hawks perform regularly throughout the season. The band will perform the competition show at halftime for ALL varsity home football games and provide team support by playing stand tunes during the first, second, and fourth quarters (and overtime when applicable). The Marching Hawks will also perform at various community support appearances based on the need and accessibility.

Day of Game

- Friday night's with a football game - there will be rehearsal from 3:00 until 5:00. At 5:00 students will be fed dinner or eat their packed dinner.
- 5:00-6:15 is dinner/rest/dress. Students are to use the restrooms or appropriate changing areas to put on their uniform
- All instruments and uniform parts should be CLEAN and in good conditions. Instruments should be cleaned regularly to remove the excess dirt that accumulates when playing outdoors
- Students are to be DRESSED and lined up for inspection at 6:25pm
- NO BAND MEMBER IS PERMITTED TO LEAVE THE BAND IN ADVANCE *unless excused by the director* **PRIOR** to performance day
- Band members will sit with their section ONLY. No band member should play another's instrument
- Members need to be aware of all surrounding instruments in the stands to avoid accidental damage
- **NO ONE IS DISMISSED POST GAME UNTIL AFTER THE DIRECTOR(S) ANNOUNCEMENTS!**

Football Schedule (as of 7/13/22)

- ★ 9/2 - vs. E.C Glass
- ★ 9/23 - vs. Chatham
- ★ 10/7 - vs. Appomattox
- ★ 10/21 - vs. Altavista

Football Game Attire

- ❖ AUGUST & SEPTEMBER FOOTBALL GAMES - we will wear this year's show shirt and jeans (NO HOLES) with marching shoes (still following makeup/jewelry rules)
- ❖ OCTOBER & NOVEMBER FOOTBALL GAMES - we will wear full uniform (following makeup/jewelry rules)
- ❖ PLAYOFF GAMES - school shirts/sweatshirts & jeans with marching shoes

Competitions

- The Marching Hawks will compete in ~4 competitions this year. These are ALL DAY events
- MARK YOUR CALENDAR NOW! Attendance is **mandatory**
- Call time will be announced the week leading to the competition, and a detailed itinerary will be passed out at the end of practice
- These all day events call for the band to travel to the host school and participate in the competition
- USUALLY lunch and dinner will need to be purchased at the school venue (so students will need to bring money or packed food)
- Parents can follow the buses to these competitions! Parents are also needed to help chaperone and pull the trailer
- Students are encouraged to stay until AFTER awards - if leaving early PRIOR approval from Mrs. Shelton is required.
- Students not riding the bus home with the band, must have a note given to a director PRIOR to leaving for the competition, and a director/staff member MUST CHECK THE STUDENT OUT WITH THE PARENT/GUARDIAN before dismissing from venue
- Students are not permitted to drive themselves to or from competition venues
- **NO ONE IS DISMISSED UNTIL AFTER THE DIRECTOR(S) ANNOUNCEMENTS**

Competition Attire

- This year's show shirt
- School appropriate pants/shorts
- WHEN PERFORMING: FULL UNIFORM
 - ◆ Follow makeup/hair/jewelry guidelines
 - ◆ Marching shoes (make sure they are clean/wiped off), gloves, black socks (socks **MUST** go past ankle)

Competition Schedule (as of 7/13/22)

- ★ September 17 - PCS Homeshow (Gretna High School)
- ★ September 24 - Riverside Classic (George Washington High School)

- ★ October 8 - Lynchburg Classic (Lynchburg City Stadium)
- ★ October 22 - Cavalier Classic (Lord Botetourt High School)
- ★ October 29 - Blue Ridge Festival of Bands (William Byrd High School)

Buses

- Stay seated when requested to do so and when buses are in motion. Leave the buses clean and clear of trash or personal items. Windows will be pushed back up in the closed position
- Band members are expected to respond appropriately to directions given by the director, instructions staff, chaperones, and bus drivers at all times
- Students wishing for parents to transport to/from a competition must have prior written approval

Parades

- The Marching Hawks will participate in the
- Students will dress in ugly Holiday sweaters
- Parade practice will be announced in November or when the parade dates are finalized

Observance of Policies, Rules, and Regulations

Students are expected to demonstrate proper behavior befitting the Marching Hawks and Pittsylvania County Public Schools. Misbehavior reflects poorly on the band, school, and community. We are fortunate to have students with the highest moral and character qualities.

- Consequences or failure to follow rules and policies may include the following, dependent on the severity of the infractions. Students are reminded that the decision of the director is final.
 - Suspension from performances
 - Loss of leadership position
 - Removal from the Marching Hawks
 - School Administrator assigned consequences

Misbehavior

We will abide by the Gretna High School rules and policies always. Reasons for dismissal from the Marching Hawks and/or suspension from performances are set by the director(s) and school administration. Additional penalties are at the discretion of administration and could be imposed for the following violations:

- a) Consumption of alcohol, drugs, smoking, chewing, dipping
- b) Destruction or damaging of property
 - i) Clearly apparent attempts, whether successful or not, to damage or destroy property, are not permitted
 - ii) Band members and/or parent(s) will be financially responsible for costs associated with restoring or replacing damaged or destroyed property
 - iii) If required, band members who are suspected of violating this policy may be reported to appropriate civil authorities
- c) Using profanity towards director, parents, or other students
- d) Conduct detrimental to the organization
- e) Willful disobedience

Uniforms

➤ Winds & Percussion

- Bibs - overall type uniform pants
- Jacket - to be worn over bibs
- Helmet
- Helmet feather
- Drill masters - specialized marching shoes, to be purchased by each student as needed
- Black socks - to be purchased by each student as necessary (must be crew length or longer - NO ANKLE SOCKS!)
- Black gloves for woodwind & brass members - to be purchased by each student as necessary (brass - get sticky gloves!)
- Students are to also wear cotton or sports shorts under their uniforms. Students will change in and out of uniform in the band room, on the buses, etc. Proper attire under the uniforms is necessary
- ITEMS THAT MAY NOT BE WORN UNDER UNIFORMS: jeans, pajama or sweatpants, hoodies, sweater (i.e - no bulky items)
 - Layers as the season progresses will probably be necessary. However, they need to be non-bulky items that will not affect the appearance of the uniform or the student's ability to perform. These items are recommended to be black or a blue that matches so that if they do show, they do not distract from the uniform

➤ Color guard

- The color guard uniform is unique and specially designed for each year's show concept
 - Hair and makeup will be determined by the color guard staff and must be in place for every performance

- Color guard members are required to purchase specialized guard shoes

Personal Appearance

Any student with improper personal appearances at the inspection before a performance will not be allowed to perform. Please adhere to these rules and plan accordingly.

- ALL MEMBERS - will keep their appearance professional, including trimmed facial hair, natural makeup, etc. *except for color guard members when applicable to uniform*
- Jewelry: No jewelry while in full uniform. Stud earrings (in any visible piercing) only. *A good rule of thumb: don't get a new piercing during the marching season*
- Hair: must not touch the color of the uniform jacket, and must be secured ENTIRELY under the helmet. (homecoming excluded - we will not wear helmets that night)
- Nail Polish: ONLY CLEAR NAIL POLISH IS PERMITTED (barring homecoming)
- All wind & percussion members must wear black socks that come to mid-calf - NO SKIN IS TO SHOW WHILE MARCHING DUE TO SHORT SOCKS
- Color guard: appearance is to be determined by the color guard staff at the beginning of the season
- Shoes: members must wear proper food attire AT ALL TIMES
 - ◆ For performances - students must wear their uniform shoes. *The full name of the member must be written on the inside of the shoe!* (every year there is a problem with missing shoes)
 - ◆ For rehearsals - students must wear closed toe, athletic shoes (this is to prevent injuries!). STUDENTS NOT WEARING CLOSED TOED SHOES WILL NOT BE ALLOWED TO PRACTICE

Uniform procedures

- Feathers MUST BE handled with care! Try to touch as little of the feather as possible (oils in your skin will discolor the plumes)
- WHEN HANGING/STORING UNIFORMS: the curve of the hanger goes to the front of the jacket. Bibs need to be hung neatly with the creases matching. Zip your jacket to secure your uniform on the hanger. If you hang the bibs with wrinkles/tucks or incorrectly, causing your uniform to fall to the bottom of the bag, and your uniform will look terrible the next time you go to wear it.
- ABSOLUTELY NO SHOES ARE TO BE STORED IN THE UNIFORM BAG - use the outside pocket for (clean) socks & gloves!

Parent Involvement

The band has many opportunities for parental involvement. Gretna band boosters [information regarding this below] have a monthly meeting in the high school band room. This is where fundraisers, and other important topics are discussed (in the summer/early fall - all talks are marching band. After that it is the entire program - everyone is welcome!) We also will need parents to be involved in chaperoning competitions, band trips, concerts, helping the sales, and in the stands at football games, social events, and parades. The band sells popcorn and drinks at all home football games - and workers are needed! Every contribution is appreciated!

The Band Boosters Association exists to provide moral, logistical, and financial support for the total band program. The membership is open to ALL parents and guardians of the band members [this can be PAST & PRESENT!].

Moral Support: the most important function of the band boosters is to provide encouragement to the band members individually at home and collectively at rehearsals and performances. Booster/parent attendance at concerts, competitions, and events is very important to the band members.

Organizational Support: the band program and the marching band, need a large amount of adult assistance for uniform management, chaperones, equipment, truck and transportation needs, food support on trips, communication, public relations, and many other duties and functions.

Financial: The Boosters sponsor numerous fundraising events each year and provide substantial support to the band program.

Season Calendars

(check out the website - it is linked there and will be updated as needed!)

2022-2023 Handbook Agreement Form

I, (student name) _____ agree that I have read this handbook in its entirety, and I agree to the terms and conditions set forth in this handbook. I agree to follow the handbook at all times.

Printed Name (student)

Signed name (student)

I, (parent/guardian name) _____ agree that I have read this handbook in its entirety with my student, and agree to the terms and conditions set forth in this handbook. I will ensure my student follows the handbook at all times, and that I adhere to any policies that apply to me as a parent or guardian.

Printed Name (parent/guardian)

Signed Name (parent/guardian)

2022 Permission Slip

I give my child, (please print name) _____ full permission to attend any and all marching band affiliated trips, including but not limited to away football games, competitions, parades, or other trips as planned by the band director.

I understand myself and/or my child will be responsible for any trip related fees including but not limited to entry tickets, bus fees, food stops or concessions, or any souvenirs my child may wish to purchase.

If I (parent/guardian) am not available to pick up my student, the following students' families have my permission to drive my students from band rehearsals, performances and events.

Option 1: _____

Option 2: _____

Option 3: _____

Option 4: _____

Option 5: _____

Parent/Guardian (print): _____

Parent/Guardian Signature: _____

Date: _____

Contact Information for 2022-2023

Please fill out all the information asked - this is important information for the director to have! Return to Mrs. Shelton as soon as possible.

[PLEASE PRINT LEGIBLY!]

Student Name: _____

Instrument: _____

Check one in regards to the instrument

- Personally Owned
- School owned
- Rental (where is the rental from? _____)

Do you play a different instrument for concert band and marching band? () YES () NO

- If yes, what instrument? And please specify for each group!

Student Shirt Size: _____

(students will be given one show shirt for the season - parents are more than welcome to purchase the show shirt themselves - information to come!

Mailing Address: _____ Zip: _____

Phone: _____

Student email: _____

Parent/Guardian 1 Name: _____

Parent/Guardian 1 Email (this is for regular communication!)

-

Parent/Guardian 1 Phone (best number to reach you) _____

*opt Parent/Guardian 2 Name: _____

*opt Parent/Guardian 2 Email (this email would also be added to the communication list)

-

*opt Parent/Guardian 2 Phone (best number to reach you) _____

2022 Medical Form

This form must be completed each year! PLEASE WRITE LEGIBLY!

Student's Name: _____ Grade: _____ DOB: _____

If parents are not available, contact the following:

Name: _____ Phone: _____

List all medications the students is presently taking regularly:

-

-

Does the student have any allergies? _____ YES _____ NO

Please list: _____

Additional Medical Information or comments:

-

-

Health Insurance Information:

It is highly recommended that a student carry an insurance card during trips.

Company Name: _____

Group Number: _____ Policy Number: _____

Member Services Telephone: _____

In case of emergency, and with the approval of the band director, another PCS employee, or appointed chaperones, I give approval and authorization for first-aid treatment and any medical treatment by local physicians and/or hospital, including surgical procedures. I agree to accept responsibility for payment of all charges incurred during this medical treatment.

Parent/Guardian Signature: _____ Date: _____

Picture Permission Slip

The band has social media pages and a website - both will be where pictures of practice, football games, competitions, etc. will be uploaded. Please check for your student's permissions!

_____ My student DOES have permission to be on the social media & website pictures

_____ My student DOES NOT have permission to be on social media & website pictures

Student Name (print) _____

Parent/Guardian Signature _____

Date: _____