



**Harrison HS Percussion Ensemble
Jason Emory, Director of Bands
Handbook of Policies and Procedures**

A successful marching band program is dependant upon a strong winter percussion program, and only students (other than freshmen) who successfully complete the winter percussion season will be eligible to audition for the drum line/front ensemble in the marching band for the 2008 competitive season. This handbook is designed to inform students and parents of the expectations and requirements for each member of the Harrison HS Percussion Ensemble.

The standard rules and policies of Harrison High School and Harrison School District 2 (HSD2) will always apply as well as guidelines and requirements specific to the needs of an outstanding music program. Marching band and drum line by its nature is a performance-based activity requiring at-home practicing and performance participation by all members. The following policies and procedures are designed to foster high student achievement and establish high standards for participating in percussion at HHS.

The general responsibilities of all ensemble members are to:

Practice DAILY and come to rehearsals prepared to play.

Be responsible for and maintain equipment.

Respect other members, their equipment and their belongings.

Be responsible for and respectable in their uniform.

Be on time (early) to rehearsals and performances.

Follow all attendance and performance policies.

I. ATTENDANCE REQUIREMENTS

Because we meet only once a week, absences are non-negotiable and will result in expulsion from the group.

Excused absences are possible. Examples are personal illness, death in immediate family or extreme family emergency.

Unacceptable excuses for absence include: no transportation, dance class, piano lessons, studying for test, work.

Procedure

“Excused Absences”

1. Pre-Excused Absences - All requests to be excused from band or R.M.P.A. functions must be submitted in writing, in advance of the activity for which the excuse is made. Absences can only be excused by the Director, and are dealt with on an individual basis.
2. Illness/Emergency - If a rehearsal or performance is missed due to illness, emergency, report to the band director immediately. There must be a written excuse following the absence (same as school policy).
3. After-school academic conflicts, such as make-ups, labs, etc. A teacher’s note is required.

All performances are mandatory! A missed performance will result in expulsion from the group. The only exceptions are:

1. Extreme illness in which case the ensemble member or parent must notify the director as soon as possible before the performance. If circumstance won’t permit advance notification then as soon after the performance as possible.
2. A family emergency in which case the ensemble member or parent must notify the ensemble director as soon as possible before the performance. If circumstances won’t permit advance notification then as soon after the performance as possible.
3. A special family event such as a wedding or family reunion. These events are planned well in advance so the student’s responsibility is to inform the director at least 2 weeks in advance of a performance.
4. **Work or lack of transportation does not excuse an absence from a performance.**

Because of the nature of performing organization, each and every student is counting on and expecting all members to be present. Performances are the culmination of many months of hard work and it is necessary that all members be present for these performances. You will be given a calendar of events and practices so that you can plan accordingly.

II. Performances

Our primary performance venues will be hosted by the Rocky Mountain Percussion Association (RMPA). The ensemble will attend as many of these competitions as can be budgeted each year. Most of the competitions are in or around the Denver metro area and travel will be provided to and from the event. The percussion class members of the ensemble will also be required to participate in the CHSAA Solo and Ensemble festival as well as perform with the HHS Wind Symphony.

III. Code of Conduct

Since this ensemble represents Harrison High School, Harrison School District 2 and in some cases the city of Colorado Springs each member will be held to the highest standards of behavior. All the rules of the school apply as well as the following:

1. When in uniform, members will stay in inspection status until told differently.
2. There will be no offensive language used at any time by anyone.
3. There will be no inappropriate public displays of affection.
4. When riding buses mp3 players and other non-intrusive radios can be used with headphones however, Harrison High School and Harrison School District 2 cannot be held liable for the loss or theft of personal items.
5. Politeness and respect will be afforded to all adults, chaperones, and fellow ensemble members.
6. Respect and support will be given to all other school ensembles and students.
7. No littering on the bus or out of the bus windows.

All students are expected to ride the bus to and from all R.M.P.A. events. Parents who want to bring their child home from an event must provide a note to the director in person. Under no circumstances will a student be allowed to drive him/herself to or from an event to which the ensemble is traveling by bus.

IV. Rehearsals

Because percussion ensemble is an activity, not a class, practices beyond the class hour will be required of all members. These practices will be on Mondays 3-5:30pm throughout the R.M.P.A. competitive season. These rehearsals are used for learning and memorizing music, perfecting marching and/or any other aspect of performing that needs attention.

V. Cost

R.M.P.A. is not free to the school. Each year, the instrumental music department must pay a \$600 entry fee and fund transportation, making the total around \$1,500 just to participate. Customized music, drill, props or uniforms would be additional costs on top of this. To help fund the ensemble's ability to participate in these competitions, a participation fee of \$30 will be charged to each student. Each student will also be required to participate in a fundraiser designated specifically for R.M.P.A. activities.

NO STUDENT WILL BE EXCLUDED! If you are experiencing financial hardship, please call me so that we can work something out.

VI. Contact Info:

**Mr. Emory – (719) 579-2356 (Office)
(719) 637-8125 (Home)
jemory@hsd2.org**

VI. Sign of Agreement

Please sign the agreement below that you acknowledge all the above statements and expectations. Also there is a place for your parent/guardian to sign so that they are aware of your commitment and expectations. Please return this form to Mr. Emory immediately.

I, _____, agree to all the rules and expectations of the Harrison HS Percussion Ensemble. I understand that there is a \$30 fee associated with this ensemble to offset the costs of transportation and instrument maintenance/supplies and that I will participate in a fundraising activity. I understand that by volunteering to be a member of this group, I will be held to the highest level of behavior and commitment. I agree to be at all rehearsals and performances on time according to the rules above. I understand that I am responsible for my actions and my equipment, and I agree to practice daily so that I am a contributing member of the ensemble. I will treat all members and instructors with respect at all times. I understand that I may be expelled from the group at any time and for any reason.

Student

Date

Parent / Guardian

Date

Transportation Agreement (Fox Meadow Students Only)

I understand that my child will be taking bus route 8 from Fox Meadow Middle School to Harrison High School every Monday during the R.M.P.A. season instead of their normal route home. I also give permission for my son/daughter to take the 6:00pm activity bus home from Harrison High School after each rehearsal. I realize that if I elect for my child to take the activity bus home that he/she will be riding on the same bus as high school students and I give my permission for him/her to do so.

Parent / Guardian

Date

Please complete and return the following forms only if you have NOT already submitted them.

Student Medical History and Contact Information

Please PRINT or TYPE and complete all blanks.

Student's Name _____ Date of Birth _____ Age _____

Address _____ Zip _____

Student Email _____ Student Cell Phone _____

Father's Name _____ Phone (Home) _____ (Cell) _____

Mother's Name _____ Phone (Home) _____ (Cell) _____

Parent Email _____

Please give the names of persons who could locate the parents in the event of an emergency:

(Name) _____ Phone _____

(Name) _____ Phone _____

Student's Physician: _____ Phone _____

Insurance Company _____ Policy No.: _____

It is our policy to notify parents whenever their children require Emergency Room care during Band Trips.

If you **Do Not** wish to be called, please sign here: _____

Does this child wear Contact Lenses? ___ YES ___ NO

Swimming Proficiency: ___ Non-Swimmer ___ Beginner ___ Intermediate ___ Advanced ___

Lifesaving/CPR certified? ___ YES ___ NO

MEDICAL INFORMATION

Diabetes ? ___ Yes ___ No Date of last Tetanus Shot: _____

Major Surgery? ___ Yes ___ No If yes please explain: _____

Other Medical Conditions _____

Allergy: _____

Usual severity of reaction: Mild Moderate Severe Life-Threatening

Allergy: _____

Usual severity of reaction: Mild Moderate Severe Life-Threatening

Prescription Medications: _____

Please provide any other medical information which might help us care for your child on reverse side of this page.

Student Permission Slip and Medical Consent

I hereby give my permission and approval as parent/guardian for _____ to attend all activities sponsored by the Harrison High School Panther Band. It is my understanding that these activities will be conducted primarily in the state of Colorado, and that some of the activities will be physically strenuous. If, during a function, my child is photographed or otherwise recorded, I give my permission for those photos or recordings to be used for promotional, fundraising or archival purposes.

I understand that my child must obey all HSD2 rules and regulations, which will be clearly stated prior to the event. In case of serious violation of any rules or regulations, I will be notified by telephone, if possible, and arrangements will be made for the child to return home. Should the above discipline be necessary, I agree to be responsible for any expense incurred.

In the event that my child becomes ill or sustains an injury while participating in a band activity, I give permission to the Director of Bands or a chaperone to take whatever steps are necessary to administer first aid. In the event that I can not be reached by telephone, I also consent to an X-ray examination, anesthetic, medical, dental, or surgical diagnosis and treatment including hospital care if necessary and the administration of drugs or medicine to be rendered to my child under the general or specialized supervision and upon the advice of a duly licensed physician and/or surgeon. I understand that this consent will apply to all emergency situations and copy of this form is as valid as the original.

This consent shall remain in effect for the entire 2007-2008 school year, or until written revocation is made. I further agree that the medical and emergency information provided on this form and any attached documents is accurate and current. Harrison High School will not be responsible for the liability or insurance coverage of private or public carriers. Neither Harrison High School nor the sponsors will be responsible for personal injury to my son/daughter or for the loss or damage to his/her personal property.

I understand that on any authorized band trip my son/daughter has the privilege and responsibility for making up his/her school work missed.

PARENT / GUARDIAN SIGNATURE: _____

DATE: _____