

WFHS Winter Guard Handbook

Welcome to the Wake Forest Winter Guard! This program is a fun, athletic, and competitive performance ensemble. We compete in the Atlantic Indoor Association circuit. We hope to provide a great experience with life-long memories and friendships.

Please read this handbook and keep it for your reference throughout the season.

Thank you,

Brandon Martel
Band Director
Wake Forest High School

Communication:

- Cut Time – Online band management system.
 - Text Messages/Emails – All parents and students must receive and read these messages. All official announcements will be made via email.
 - Financial Statements – check Fairshare and fundraising
- Booster meetings held monthly. Booster meetings are required for all parents.
- Band Website/Calendar – wfhsbands.com.
- Social Media – Find us on Facebook, Twitter, Instagram, and YouTube!
- All students should be in communication with their section leader via text.
- Mr. Martel’s email: bmartel@wcpss.net.
- Coach Becca’s email: colorguard@wfhsbands.com

Calendar:

Regular Rehearsals

Tuesdays and Thursdays from 5-8pm

Competitions – ALL DAY

February 8th – Holly Springs

February 22nd – West Johnston

March 1st – Apex Friendship

March 15th – Panther Creek

March 29th – South Championships at Crown Coliseum in Fayetteville.

MEMBER EXPECTATIONS

Attendance Policy:

- Every individual contributes to the overall success of the band.
- Attendance drives Excellence - In order to clean music, drill formations, and choreography, all members must be present.
- Attendance is mandatory at all rehearsals and events.
- REHEARSAL ATTENDANCE
 - Please avoid scheduling appointments on marching band rehearsal days.
 - Excused absences are allowed in the event of illness or other unavoidable conflicts. Mr. Martel must receive an email from a parent/guardian *before* the absence or it will count as unexcused.
 - Unexcused absences will result in a student/parent conference.
 - Excessive absences may result in dismissal from the band.
- PERFORMANCE ATTENDANCE
 - Absences from performances are not permitted, except for extreme circumstances.
 - Do NOT schedule other activities on performance days (football and competitions). Schedules for competitions are often not published until the week before. Mr. Martel has no control over our assigned performance time.
 - Students are expected to attend the entire performance. Students are not permitted to leave early from football games or competitions.
- Tardiness - Listed times are when events begin and end. Students must be in place at the assigned time in order to begin rehearsal. If rehearsal begins at 5, you are *participating* at 5, not still walking from the band room. Conversely, rehearsals will end at the listed time. Parents, please allow a few minutes at the end of rehearsal for students to walk back to the band room and pack their instruments.
- Communicate with Mr. Martel and your section leader regarding all absences.

Academic Statement:

It is expected that all members are responsible for completing their academic course work independently from their commitment to the Marching Cougars. By committing to an extracurricular activity, you are agreeing that you will manage your time appropriately in order to honor all commitments.

Under no circumstances should rehearsal or performance be used as an excuse for failure to complete assigned coursework. Conversely, at no point should school work be used as an excuse to miss scheduled events with the Marching Cougars.

It is well within each member's abilities to handle the responsibilities of their academic courses as well as their commitment to the Marching Cougars. Time management is an important skill, and one that each student will find invaluable in their college and professional careers.

General Expectations:

Professionalism: *Members act with a level of professionalism consistent with the WFHS Band standard, both in and out of performance.*

- No "PDA" (public display of affection).
- No goofing off, horseplay, or general nonsense. Keep your hands to yourself.
- No profane or inappropriate language.
- All equipment should be handled with care and respect. Store and organize equipment in a professional manner.
 - Equipment and Instruments are stacked or lined up neatly in rows and unified as directed by student leaders.
 - Only you are to touch your own instrument. Never leave your instrument unattended (especially on the ground or on the bleachers).
 - Musicians never play their instruments in public unless it is organized ("We all play or we don't play.").
- We clean up after ourselves. We leave a place better than how we found it, both on and off campus (practice field, gym, buses, cafeteria, etc.).
- We use our inside voices, especially when we are guests at other schools.
- We are respectful and supportive of performers from other schools. Students remain seated and quiet while watching other groups (no getting up or moving around during a performance). *Every group is deserving of a standing ovation and our applause.* As audience members, it is generally considered rude to have conversations or use electronic devices or have headphones in during a performance.
- We always look presentable and wear appropriate attire (show shirts or WFHS approved SpiritWear).

Respect.

- *Chaperones:* The instructions they give are an extension of the director. Use "sir" and "ma'am" and show appreciation to them for giving their time and energy for you. Do not let them move equipment and props if you are not doing anything. This is *your* ensemble, not theirs.

- *Staff:* Their expertise is crucial to our success. Listen and apply their feedback. Respect their decisions, even if you don't understand or agree at the time. Never take instructional corrections personally.
- *Student Leaders:* The hierarchy of student leadership is also vital to our success and the normal operations of our program. If you feel that someone is out of line, do not take matters into your own hands; follow the chain of command (section leaders, captains, drum majors).
- *Other members:* Any team activity requires support among its members. Be kind to one another. Encourage your fellow team members to do their best for their own sake and for the success of the group. Compliment their improvements and keep them motivated when they seem to feel they can't go any farther. Bullying in any form will not be tolerated in the Wake Forest Band program.
- *The program and school:* You are an advocate and representative for the director, the program, the school, our town, and sometimes even our state. This tremendous responsibility should not be taken lightly.
- *Other schools:* We will demonstrate good sportsmanship by supporting other schools and groups, encouraging them, and celebrating their successes. Any critical or negative comments about another group can be misinterpreted or taken out of context and should be avoided.
- *Yourself:* Behaving in a professional way means you take yourself and your organization seriously. Taking yourself seriously allows for mutual respect with others.

Social Media.

- Any posts about the WFHS Band or that can be connected in any way to the WFHS Band will represent the program positively and professionally. Negative comments about other programs or any other statements that do not represent our program's philosophy are not acceptable.
- No video clips of the performance should be posted online without the permission of the director.
- No pictures of the uniforms/costumes or props should be posted online before the first competition performance.

Nutrition and Health. Members take care of themselves by practicing proper nutrition.

- Drink plenty of water throughout the season. Stretch before and after rehearsal. Do not skip meals before rehearsals. Bring a water bottle to EVERY rehearsal and

competition. Avoid sodas, fruit juices, and dairy products before rehearsals (especially camp days) and performances.

- Do not share water bottles. This helps prevent the spread of colds and viruses.
- Should a student acquire an injury or illness within the season we will do our best to accommodate them within the show. If it is a long-term injury we may have to pull them out of certain parts of the show. We will do our best to work around these types of situations but there is the risk that you may not end up in the entire show.

Rehearsal Expectations:

- *Members PRACTICE individually at home. We REHEARSE together.* Do your part to contribute to the group by working outside of rehearsal on the things that you need to in order to perform them at or above standard.
- *Members come to rehearsal prepared and with proper attire.* Rehearsal attire consists of comfortable and athletic clothing (no excessively baggy clothing and NO JEANS) and athletic sneakers with socks. Because our practice areas are normally very visible, following the school dress code is also important.
- *Members are prepared to begin rehearsing at the designated start time of each rehearsal.* Members are present and participating in organized warm-up activities at the moment they begin. Plan to get to rehearsal in time to begin any necessary stretching and set up before rehearsal starts. “To be early is to be on time. To be on time is to be late.”
- *Members do what they need to do to be mentally prepared for rehearsal as well as physically prepared.* This means there is no goofing off or horseplaying right before rehearsal begins.
- *Members are prepared for rehearsal with all items necessary for an efficient rehearsal,* i.e. personal equipment, dotbook, instrument with all necessary supplies, sticks/mallets, music (in a binder with sheet protectors), pencil, etc. Failure to do such will result in limited participation in rehearsals.
- *Members stay quiet and alert during rehearsal.* When any person of authority is talking, all other talking should cease. Do not talk unless otherwise instructed to help someone around you or an instructor is talking to you.
- *Members respect the rehearsal protocol/process.* There is no talking or moving at the position of attention and there is no talking during a rep. The position of attention is a position of focus and discipline. Likewise, any time you are marching or in a rep, you uphold a level of discipline. Always use proper marching technique and strive to look and sound your best.
- *Members are expected to be working at all times during rehearsal whether it be self-directed or with an instructor.* The only exception will be designated breaks.

- *ALL members are responsible for putting equipment away at the end of each rehearsal.* Rehearsals END at the time listed in the calendar. This does not necessarily mean that students will be able to leave directly at that time. NO student should ever leave a rehearsal without checking out with their section leader or committee chair as appropriate. If every member helps with clean-up, then EVERY member gets to leave earlier.
- *Members make arrangements to make-up anything that was missed due to an absence.* This will be done prior to the next rehearsal.
- *There is to be NO food in any rehearsal area outside of scheduled breaks.*
- *Members may use electronic devices solely for the purpose of looking up drill and music.* Other uses of devices are a distraction and will take away from the quality of the rehearsal.
- *Members leave their personal lives outside of rehearsal.* If you had a bad day, do not take it out on your fellow group members.

At Competitions:

- Sit together in the stands after our performance.
- Show respect and be engaged with other bands.
- Remember that everyone puts a lot of time and effort into their performances.
- Cheer appropriately and demonstrate professionalism at the awards ceremony.

On the Bus:

- Keep your hands to yourself.
- Keep the noise to a minimum. Use inside voices and headphones so as to not distract the driver or bother those around you.
- No drumsticks are allowed on the bus.
- Stay in your seat and face forward. Do not sit in the aisle.

Uniform Expectations:

- The uniform is how we show our unity as a band; it should be worn with pride.
- Students should display the highest level of respect when wearing the uniform.
- You are representing the community, school, and the Marching Cougars when you are in uniform. Most importantly, you are representing yourself.
- The uniform should be worn the same way as all other members. For example, if the drum major signals to remove jackets, all members must completely remove their jackets.
- Items that are lost or damaged will be the financial responsibility of the student.
- Long hair is worn in a bun or ponytail under the hat.

- No jewelry except small studs.
- Sunglasses are allowed except during pregame and halftime performances. No other hats are allowed.
- Electronic devices are not allowed in uniform before or during a performance. This includes the entire time we are in the stands at a football game.

Full Uniform:

- Jackets should be folded inside-out before being placed on the ground.
- Hats should never touch the ground.
- Pants should be high enough so the front pleat is straight.
- Students must wear tall black socks.
- The Band T-Shirt is worn under the jacket.
- Athletic shorts are recommended.
- Students will need to purchase and maintain their own shoes (fitted at Band Camp and ordered through the boosters). Excessively worn or damaged shoes must be replaced.

Summer Uniform:

- Band T-shirt, khaki shorts, brown belt, athletic shoes, socks.
- The t-shirt will be tucked in.
- Shorts will be the appropriate length according to the WCPSS Dress Code.

Travel Policy:

- Members are required to travel with the band to and from the competition. Only Marching Cougars and chaperones will be allowed to ride the bus.
- Travel Deviation Forms:
 - In the event that a student needs to leave early from a competition, a parent/guardian must fill out a Travel Deviation Form.
 - Forms are due one day before the trip.
 - Travel deviation should only be used for unavoidable conflicts.
 - The student is required to find another student to complete unloading and clean-up responsibilities on his/her behalf.

FairShare/Fundraising:

- The FairShare for this marching season is \$625
 - \$100 deposit is due December 3rd.
 - \$200 payment due January 7th.
 - \$200 payment due February 4th.
 - \$125 payment due March 4th.

- Students with unpaid FairShare fees will not be allowed to join another band activity. For example, if you owe from winterguard, you can not sign up for marching band.
- Seniors with Fairshare balances due will be reported to WFHS. The school administration requires all fees to be paid before graduation.
- Fundraising opportunities will be available. Many fundraisers will be applied directly to student accounts, lowering the amount one has to pay out of pocket. Visit the band website for more information on fundraising.

Refund Policy

Refund of any money spent out of pocket will be made only if the situation for leaving the Band falls into one of the following four categories:

1. Student has been reassigned to a non-magnet high school over the summer and will not participate in the WFHS Band.
2. A family emergency prevents completing the obligation to the organization (a prorated portion will be refunded).
3. The family is relocating to another city and cannot complete their membership in this organization (prorated).
4. A written physician note stating the student should not participate in physical activity, including band (prorated).

Refunds will not be issued for any other reason. Once you pass a payment date, that is the amount owed. For example, if a student drops out on August 2nd, they will owe \$350.

Volunteering:

Our program can't run without the help of many volunteers. Please make every attempt to donate *time*, *items*, *services*, or all of the above.

- *Time*: We need chaperones (reference *Chaperone Guidelines*) for practices, football games, and competitions. We will need parents to help load and transport props and equipment.
- *Items*: We need many food and drink items (teenagers like to eat!).
- *Service*: Examples of service opportunities are uniform/costume maintenance, prop building/maintenance/transportation, pulling the trailer, etc.