



Largo High School Marching Band Member Handbook

Dear Largo High School new and returning members and families,

Welcome to the Largo High School Band of Gold and Color Guard family!

Marching band and color guard is an extremely rewarding activity that will provide you with technical skills that make you a better performer and even skills that will help you throughout the rest of your life. It takes hard work, dedication, perseverance, and patience.

This handbook will outline the time, behavioral, and financial requirements it takes to be a member of the Band of Gold, or as we like to call it, BOG. It will also outline the expectations and requirements that every member of the team must uphold. For the program to succeed, each member must adhere to the idea of the common good of the program.

MISSION STATEMENT

The Largo High School Band of Gold and Color Guard provides its students with outstanding musical experiences and opportunities while helping them grow into responsible, capable adults. To make these experiences successful, we require discipline, organization, and commitment to the program. Being a part of the band is an honor, and students will be expected to help serve as role models for the school and other organizations within it. As a result of our discipline, leadership, and social opportunities, students can develop valuable life skills as well as the abilities needed to be a successful musician and performer.

OUR GOALS

- Provide an environment that promotes and encourages life-long learning and personal/professional growth.

- Create an environment that instills all students with a sense of community and loyalty to an organization bigger than themselves.
- Allow students to reach their full potential and express themselves in an artistic manner through the means of music and performance.

MEMBER EXPECTATIONS

- Always be on time. If you are not early, you are late. Band of Gold time is 15 minutes EARLY.
- Be present at ALL rehearsals and performances.
- Be responsible for keeping your instrument/equipment taped, clean, and in top working condition.
- Contribute to the success of the program by trusting the Band of Gold staff's instruction in their hired position(s).
- Make time for individual practice. Class ensemble rehearsal is not the only time to practice. You must do that on your own time. 30-45 minutes daily is recommended.
- Keep the band room, guard closet, uniform room, and instrument room clean. While it is important to feel at home in the band room, these facilities are a privilege and not a right. You should only keep things in your cubby, the instrument closet, or the guard closet that you need for band or rehearsals. Food, clothes not needed for rehearsal, water bottles, etc. will not be permitted.
- Keep up with the weekly rehearsal schedule, performance schedule, and any other responsibilities to the band program.
- If you use something or move something, put it away. This includes music stands, chairs, any percussion hardware or instruments, etc.
- “Buy” into the program and the idea of being part of something bigger than yourself.
- Show respect for all band members, directors, and parents whether they are part of the BOG or another organization.
- Show respect for all property. Every area the BOG visits should be left in better condition than it was before they arrived.
- Wear the uniform correctly at all performances. The uniform will be worn correctly or not at all.
- Use proper language at all times.

- Do not engage in PDA. Public displays of affection are not for rehearsal, competitions, or for the band room. PDA will not be tolerated at any time.
- Uphold all Largo High School Code of Conduct rules at all times. This includes, but is not limited to, rehearsals, competitions, and camps as well as during school hours and on social media.
- It is not required but is always recommended that, if possible, you attend spin clinics or private lessons. This will go a long way to make you better at your craft and a more well-rounded performer.

Band and guard should be fun! Remember, the more effort you put into the program and making every rehearsal successful, the more worthwhile your experiences become.

Member Initials _____

Parent/guardian Initials _____

ATTITUDE AND ETIQUETTE

Performing members are expected to arrive at rehearsals with a positive attitude and an optimistic outlook on the organization's progress. Performing members should embrace the values of hard work, cooperation, and humility. This organization commits itself to making decisions for the benefit of the whole, not the individual. If conflicts arise in any capacity, please see the director during or outside of rehearsal hours in order to resolve the issue. Performing members are expected to treat other performing members, staff, and other organizations with respect. If a performing member is caught expressing negative comments about the organization, or any of its members, verbally or through any form of social media, the performing member could be subject to termination. Although every member is entitled to their own views and opinions, the Largo High School Band of Gold strongly requests all performing members publicly display a positive outlook on the Band of Gold and Color Guard.

Member Initials _____

Parent/guardian Initials _____

BULLYING AND HARASSMENT POLICY

The Band of Gold and Color Guard does not tolerate bullying or harassment at any time. Bullying will be reported to the director, resource officer, parent/guardian of both parties, and the school administration. For further information see the school handbook specifically discussing this topic. Simply put, treat others how you would want to be treated and speak with kindness no matter where we are. We are all representing the Band of Gold. No harassment of any kind will be tolerated by anyone within the organization including all members, staff, and volunteers. Harassment is any form of aggressive and threatening interaction, and it can manifest in a variety of forms including but not limited to, unwanted physical or sexual contact, emotional/verbal abuse (whether that be in person or over social media), stalking, etc.

Our goal is to provide a safe environment for every participant where they are free from discrimination. Gossiping is also a form of bullying/harassment and will not be tolerated. All issues and concerns of any nature are considered important to the Band of Gold and must be reported directly to the head directors of the programs and/or sections. The director and one witness will assume responsibility for the conversation's privacy and deal appropriately with the information. The Band of Gold would like to make it clear there is no judgment or repercussion for reporting, and members, staff, and volunteers can feel safe to make such a report to the director. Any form of bullying or harassment will result in a penalty. An excess of penalties will risk dismissal from the program.

Member Initials _____

Parent/guardian Initials _____

DRUG AND ALCOHOL POLICY

The Largo High School Band of Gold and Color Guard has a strict **zero-tolerance** drug and alcohol policy. Any student who is caught with possession or under the influence of drugs (including vaping) and/or alcohol at a band function, at LHS, by a law enforcement officer or any other individual of authority (parent, clergy, etc.) will be subject to any and all LHS and/or public law enforcement consequences. If a student is caught by any of these entities, a mandatory meeting with the LHS principal, band directors, deans, and law enforcement will be held to discuss further participation in the Band of Gold. Remember, the Largo High School Band of Gold and Color Guard is a privilege, and students must maintain the highest standards to remain a member. Being caught with **any** drugs or alcohol will result in multiple penalties. An excess of penalties will risk dismissal from the program.

Member Initials _____

Parent/guardian Initials _____

ATTENDANCE

Attendance (including after school) is required for all Band of Gold and Color Guard members as set by the calendar. We expect 100% attendance at every rehearsal and performance. As a member, you occupy an important space in each event. Even one person missing at a rehearsal or performance greatly affects the rest of the group. Attendance at all rehearsals, camps, games, competitions, MPA's, community events, etc. is essential for the overall success of the band.

Member Initials _____

Parent/guardian Initials _____

PROCEDURE FOR ABSENCE

Of course, sickness and other hardships will make it necessary to miss on a rare occasion. The parent and/or student must notify the director in writing (via a signed note or email) as far in advance as possible.

Absences will be put into one of three categories by the director.

Permitted: Advance notice is given and express permission is granted by a director. However, if we have a performance on the day of the event, you are expected to be at our performance.

Excused: Advanced notice is not given to the director. Reasons include a family emergency or illness only. Doctors' appointments, driver's tests, and vacations are not considered excuses; these can be planned/ scheduled around rehearsals and competitions.

Unexcused: No notice given for any reasons, including illness or family emergency.

Unexcused absences will result in a penalty. An excess of penalties will risk dismissal from the program.

TARDIES

Excused tardies will not result in any penalty but, the student and director must agree on a time of arrival to the rehearsal or performance. Excused tardies include participation in other sports practices, study sessions, and any other school-related reasons.

Unexcused tardies will result in a penalty. An excess of penalties will risk dismissal from the program.

Member Initials _____

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EQUIPMENT

Instrument / Equipment Maintenance

- Woodwind instruments should be swabbed every day. Students must always have at least four reeds for backups and breaks.
- Brass players need to clean their instruments, including tuning slides, at least once per week.
- School instruments must be cared for most carefully and students will be held responsible for negligent damage to a school-owned instrument.
- Personal instruments will not be cared for, maintained, or replaced by the BOG if there is an accident or something is wrong with your instrument.
- Performing members are required to bring all necessary pieces of equipment to every rehearsal.
- Color Guard equipment must be properly taped and have name tags placed on every piece of equipment. All equipment is required to be properly taped and maintained at every rehearsal and performance throughout the season per the director's standards. Members are expected to bring black and white electrical tape (or any other specified colors) to every rehearsal and performance. Other suggested items to bring are as follows: scissors, sharpies, extra gloves, and any first aid supplies the performing member may need.

REHEARSAL AND CURRENT CAMP SCHEDULES

All rehearsals and performances are kept up to date on our website; all members are responsible for keeping up with the calendar:

<https://lhsbandofgold.org/events/>

Events are added as far in advance as possible!

DISMISSAL/END OF REHEARSAL

Rehearsal is over only after the entire band and guard are dismissed. The band and guard need to rehearse the total number of scheduled hours per week. If you do your part by arriving and setting up on time, we will do our best to dismiss you early from rehearsal. Students are required

to help **all** members bring back and put away equipment, front ensemble instruments, and any props. We start as a team and we end as a team. Parents and family are welcome to help out with this process. We do our very best to start packing up before the end of rehearsal so students are packed and going home within thirty minutes after our scheduled time. Please be aware that some nights packing takes longer than expected, and your student might be a little later than expected.

During the season, we will finish most nights with a full run of our show around twenty minutes before our scheduled end time, with the expectation that the final ten minutes of rehearsal are dedicated to announcements. All parents are welcome to cheer on their students and watch their progress during the season.

Member Initials _____

Parent/guardian Initials _____

UNIFORMS

Be aware that directors have the right to request all performers have a certain overall look to be determined by the show design. They may require no or specific hair color, shorter hair, longer hair, etc. This will be discussed with the overall group and sections at some point this season. All members will receive a uniform for their show that must be maintained and unaltered for the duration of the competitive season. The uniform must be worn in its entirety. There will be no half uniforms or open zippers. No jewelry other than specified earrings will be allowed when in uniform. Athletic shoes (primarily black) or designated marching/jazz shoes ordered through the program are the only acceptable footwear. Full hair and make-up must be completed prior to changing into a uniform unless otherwise noted directly by staff. performing members must wear proper undergarments as stated by the director every time the uniform is worn. When in uniform, the only acceptable beverage is unflavored and undyed water. Please refrain from eating while in uniform. Remember the uniform is a walking billboard for the organization so it is important to watch your language and be respectful of others at all times. A uniform makeup look and hair will be designed specifically to reflect the theme of the show for the band and/or color guard. All performers will be required to follow the design to the best of their ability. Directors and staff have the right to tell performers if their hair, makeup, or any other parts of their external appearance are unsightly or out of uniform and need fixing or to be redone.

Member Initials _____

Parent/guardian Initials _____

REHEARSAL APPEARANCE

Rehearsal appearance is set and mandated by the Band of Gold to ensure uniformity and safety of all students. Any exceptions to the following rehearsal appearance will be set on a case-by-case basis directly through the Band of Gold directors and staff.

- Marching band and percussion members must wear their Band of Gold practice uniforms to every rehearsal. This includes the program-distributed Band of Gold yellow dri-FIT shirts and solid royal blue practice shorts. Shirts must fit properly to where they are not too tight, and they are not oversized. Shirts may not be intentionally cropped or altered from their original and assigned form. Any clothing outside of the assigned uniform will result in a penalty. An excess of penalties will risk dismissal from the program.
- Color guard members are required to wear solid white shirts and solid black bottoms to every rehearsal. Shirts must fit properly to where they are not too tight and they are not oversized and shirts may not be intentionally cropped. All shirts must have straps or sleeves of some kind. All straps and sleeves do not have a minimum or maximum length/width but they must not inhibit the performer's quality of performance or life. Performers are allowed to wear, full-length leggings, quarter-length leggings, biker shorts that meet the knee or mid-thigh, tennis/athletic skirts with shorts attached or included under running shorts that have at least a 3-inch inseam (any kind of shorts that are made in a flowy or baggier style must have a lining or be accompanied by a pair of spandex shorts with a 3-inch inseam), and spandex shorts of any kind as long as they meet the 3-inch inseam rule. Any clothing outside of the assigned uniform will result in a penalty. An excess of penalties will risk dismissal from the program.
- All members with longer hair must pull their hair back into a ponytail or bun for every rehearsal unless otherwise instructed. Hair must always be out of the performer's eyes and face during rehearsal to ensure the safety of the member and their peers. Hats such as ballcaps, bucket hats, and sun visors are allowed for sun and heat protection but are the member's personal responsibility to make sure they do not inhibit the performance quality of themselves or others. Please communicate with your director if for any reason, such as religion, your performer must wear a different article of clothing or maintain an appearance other than listed above. Only small studs or close-hugging hoops in the ears and/or nose are allowed. Rings of any kind will not be worn at any time on the hands. Necklaces are allowed as long as they do not inhibit performance quality. Performing Members will not be allowed to wear articles of clothing that inhibit excellence during rehearsals.

Member Initials _____

Parent/guardian Initials _____

At every rehearsal, members MUST have these items to ensure safety, uniformity, health, and a successful rehearsal.

** Band/Percussion only

* Color guard only

- ½ **Gallon** or larger water jug
- Sheet music **
- Instrument**
- Performer gloves *
- Extra tape*
- Coordinate Sheet
- Personal medications
- Hair pulled out of face
- Closed-toe athletic shoes
- All instrument care equipment**

Member Initials _____

Parent/guardian Initials _____

PUBLIC APPEARANCE

- Performing members must arrive at every contest site and band event wearing the correct and assigned uniform look if they are not already in their performance wear/uniform.
- If members are wearing show shirts, the members' shirts must be clean and worn in an unaltered state. (No rolled sleeves, no cut-offs, etc.)
- All warmups/team apparel must be clean and worn in an unaltered state.
- All members are to wear any show shirts, warmups, jackets, and other team apparel in the exact same manner. This is set by captains and directors in case-by-case situations. For example, all members when wearing team apparel such as jackets must be zipped the same amount from member to member.

- To ensure uniformity, cleanliness, and professionalism of the Largo Band of Gold program all equipment, backpacks, water bottles, instruments, or cases must be worn on the same shoulder and/or in the same fashion from member to member.
- All members must travel in a line of two when traveling in a group. The line will always be led by captains and student leadership and continue by sections and seniority.
- When on personal breaks the team is not required to travel together, but all BOG members are required to travel in groups of **three** or more with the exception of emergencies. This is to ensure the safety of all members of the BOG program, and members are to always follow this rule any time they are leaving a designated area in the stands, the team, or staff presence. The BOG will set a designated location for all performers to sit at all major events. All BOG members are expected to sit in that designated area any time they are not traveling in groups of three or more during their free time.
- If a performing member's show appearance is not suitable upon arrival, this will be the performing member's first priority once in the competition warm-up zone.
- Performing members who show any inappropriate conduct in uniforms and show shirts are subject to termination. The uniforms, team apparel, and shirts are **not** to be embellished at all by any member.

Member Initials _____

Parent/guardian Initials _____

FUNDRAISING

Fundraising is an absolutely crucial and mandatory aspect of our program. This is because the fees collected during the season are simply not sufficient to cover all of the expenses associated with the program. Without fundraising, it would be impossible to provide the necessary resources and support that the program requires to function at an optimal level. The funds raised through fundraising are utilized to cover expenses such as uniforms, equipment, travel, and competition fees which can quickly accumulate to a considerable amount. By actively participating in fundraising efforts, the Band of Gold program can continue to offer an enriching and satisfying experience for its members that enables them to achieve success.

Member Initials _____

Parent/guardian Initials _____

HEALTH AND SAFETY PRECAUTIONS

Our organization prioritizes the safety of all members and staff. To minimize health risks, performing members are required to seek medical attention and obtain appropriate tests when necessary. If members are feeling ill and showing signs of contagion, they must wear masks during rehearsals and performances. This request must be followed if any staff member mandates it. It is important to report any injuries sustained during an activity to the designated staff members and seek medical clearance from a qualified practitioner before resuming the activity. Prompt reporting and medical clearance are crucial safety measures that help protect your well-being and prevent any further harm or complications. It is always better to be on the side of caution and prioritize your health and safety.

Member Initials _____

Parent/guardian Initials _____

SOCIAL MEDIA

- All members must be in good standing with the BOG in person and on social media. This means no students are permitted to talk poorly of the BOG on social media posts, direct messaging, or in comments.
- Information about show theme content is only to be released/posted once BOG staff has permitted it.
- Students and parents are permitted to post and share information pertaining to performances, fundraisers, and any other team-affiliated events as long as it has been cleared by BOG staff.
- If members/members parents are caught breaking any social media guidelines they will be asked to remove the content or risk dismissal from the BOG program.

PERFORMANCE LEVEL STANDARDS

Performing members are expected to maintain their audition skill level or above throughout the entire season. Staff will monitor performance level standards throughout the season.

Member Initials _____

Parent/guardian Initials _____

FORMS AND CONTRACTS

All Largo High School Band of Gold handbooks, medical forms, media release forms, etc. are due no later than **July 22, 2024**.

Member Initials _____

Parent/guardian Initials _____

MISC. POLICIES AND REGULATIONS

- All staff are to be Safe Sport certified and abide by all aspects, rules, and regulations of the official SAFESPORT CODE OF CONDUCT in its entirety.
- All members are to be made aware of the official safe sport code and abide by all of its aspects, rules, and regulations.
- One-on-one interaction between all members and director, staff, or volunteer is permitted if they occur at an observable and interruptible distance by another staff member. All other interactions that are not observable and interruptible are prohibited, except under emergency circumstances. All meetings between members and the director, staff, or volunteer may only occur if another adult staff member is present, except under emergency circumstances. If one-on-one meetings must take place in an office, the door to the office must remain unlocked.
- Use of any device's (including a cell phone's) recording capabilities, including voice recording, still cameras, and video cameras in locker rooms, changing areas, or similar spaces at a facility is prohibited.
- Except for participants in the same group, at no time are unrelated adults to be permitted to be alone with a minor member in a locker room or changing area when at a facility under the partial or full jurisdiction of Largo High School Band of Gold, except under emergency.
- At no time shall staff members be permitted to be alone with a minor member in a locker room or changing area when at a facility under the partial or full jurisdiction of Largo High School Band of Gold, except under emergency circumstances.
- ALL staff and volunteers must have Level II clearance through Pinellas County Schools in order to be alone with any members at any time, including in vehicles.

- No adult, staff, or volunteer shall share a hotel room or other sleeping arrangement with a minor member (unless the adult member is the legal guardian, sibling, or otherwise related to the minor member).
- It is the responsibility of each member to keep their contact information current and that of their emergency contact; including cell, email, and home address.
- All electronic communication must be professional in nature.
- The director(s) may make changes, alterations, or edit interpretations of any rule or policy at any time. Members will be notified of any/all changes as soon as possible. The policies written above apply to all members, staff, and volunteers.

Member Initials _____

Parent/guardian Initials _____

DUES

Dues cover costs for a successful season from the program.

*A breakdown of the program's financial usage and needs will be given upon request.

The 2024 marching season total season cost is \$300.

It is important to pay your dues to ensure the success of the program. Your 2024 dues are broken down into the first payment of **\$60 Due by June 25th**, and into payments on the 25th of every month starting June 25th, 2024, in the amount of **\$60**. Your 2024 Band of Gold marching season balance should be paid in full by **October 25th, 2024**.

It is important to understand that these fees cover only a portion of the budget for the ensemble; it is critical to our success that everyone pays the fees in a timely manner and everyone participates in our fundraisers.

Fundraising information and opportunities to assist with these payments will be given when available. All performers are expected to participate in every Fundraiser.

BOG 2024 Payment Dates Breakdown

- June 25th, 2024 **\$60**
- July 25th, 2024 **\$60**
- August 25th, 2024 **\$60**
- September 25th, 2024 **\$60**
- October 25th, 2024 **\$60**

Member Initials _____

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It is important to understand what dues do **not** cover

- Non-organization instruments
- Jazz or marching shoes
- Performer gloves
- Non-performer show shirts
- Makeup and/or makeup kits
- Team apparel like jackets, team bags, shoes, gloves, etc.
- Performers undergarments
- Hair styling products, care, or extensions
- Non-organization equipment ie. personal member equipment owned by the member
- Non-performer competition ticket access
- BOG practice shirts/shorts
- Pom poms
- Any additional team apparel and uniform items listed on the BOG official order form.

Member Initials _____

Parent/guardian Initials _____

I, _____, understand by signing this contract, I agree to all requirements stated within the 2024 Largo High School Band of Gold Contract. I understand that I am responsible for paying the Largo High School Band of Gold Organization a total of \$300. I also understand that if I do not pay out my financial obligations by **November 1**, the Largo High School Band of Gold Organization has the right to pursue appropriate actions to collect missing payments.

If I am removed or choose to leave the Largo High School Band of Gold Organization for any reason, at any time during the season I understand that I must submit a formal resignation letter with my signature, my legal guardian's signature, the signature of the director, and the date of my termination. I understand that I am responsible for paying all fees up until my termination date and that all funds paid are nonrefundable.

I understand I am joining the Largo High School Band of Gold Organization because of the positive words expressed through its existing members and the organization's outstanding success, therefore I understand that if I am caught expressing negative comments about the Largo High School Band of Gold Organization verbally, physically, or through any form of social media, that the directors hold the right to terminate me from the organization.

Lastly, I understand that the Largo High School Band of Gold Organization is strictly against the underage consumption of alcohol, smoking, or usage of any illegal substances on all grounds where the Largo High School Band of Gold Organization rehearses or attends.

Member Name Printed _____

Member Name Signed _____ Date: __/__/__

Primary Guardian Name Printed _____

Primary Guardian Name Signed _____ Date: __/__/__

Primary Guardian Email: _____

Primary Guardian Phone: _____