



East Bands Member Handbook (Winter Guard)

East Paulding High School

2023-2024 Season

**Band Director: Josh Robichaux
Assistant Band Director: Aidan Lerner
Guard Director: Caitlin Cobb**

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Dear East Bands Family,

Welcome to the **2023-2024** edition of the award winning East Paulding High School Band Program. Our band program has had some incredible accomplishments over the past few years. The Raider Brigade was named grand champions, the EPHS Wind Ensemble was selected to perform a concert in the New York Invitational Music Festival, making us the first ensemble in the history of the Paulding County School District to perform in Carnegie Hall, NY, and our concert bands have repeatedly received superior ratings at the GMEA Large Group Performance Evaluations. The past few years have been an extraordinary experience to say the least!

You are about to embark on a journey that is sure to be one of the best experiences of your entire life. You will make new friends and lots of memories, while becoming a part of one of the greatest families in the entire Paulding County community. This handbook contains vital paperwork that will allow you to become part of the band program, as well as obtain important information regarding policies, dates, fees, fundraisers, and expectations. Feel free to ask any questions you may have!

Sincerely,

Josh Robichaux

Director of Bands

East Paulding High School

Important Dates!

Friday Rehearsals

All Friday rehearsals will be from 4:30- 6:00

January 26th

February 9th

March 1st

March 22nd

March 29th

April 5th** (5:00 - 8:00 Family Friends Show)

Saturday Camp

January 6th: 9:00am - 6:00pm

Members will need to bring their own lunch

Friends and Family Send-Off Show

April 5th from 7:00pm - 8:00 pm

Students will have rehearsal and "get-ready time" from 4:30 to 6:30

During the performance we will be holding a raffle! Information on the prize and ticket price will be released at a later date.

Southern Association of Performing Arts Championships

April 5th and April 6th

UTC McKenzie Arena in Chattanooga Tennessee

Depending on the scheduling of the championship, which will be released by SAPA at a later date, we will either perform on Saturday or Sunday.

Busses will take the team to UTC and will take the team back after the conclusion of the awards ceremony.

The trip to UTC will be a day trip and no overnight accommodations will be supplied. If a student wishes to stay for the second day of the event they will be responsible for their own transportation for the return trip.

ATTENDANCE/GRADING POLICY

All Performing Ensembles

In order for all members of the East Paulding High School Band to be successful in experiencing efficient, positive, and meaningful rehearsals and performances, the following is the attendance policy for the East Paulding High School Band Program.

1. All members are expected to check the East Bands website and/or band calendar often for updates and to know when all events are scheduled.

The website address is: www.eastbands.com There is a live calendar available with dates provided well in advance.

2. All members are expected to attend ALL rehearsals.

In the event that a member misses a rehearsal, the absence will be categorized as one of the following:

Excused Absence: Following the absence, the member will be allowed to return to the band in good standing, immediately. If absent from the final rehearsal prior to a performance, (i.e. a Friday rehearsal prior to a Saturday Competition) the member is ineligible to perform.

It is a safety concern.

Unexcused Absence: The member will receive a zero (0) for their participation grade for that day. The member may not be allowed to perform at halftime with the band at the next game. The member is still required to attend all rehearsals and to participate in all other aspects of the game, but will stand at attention on the front sideline during the performance. Depending on the circumstances, the member may still be taken of individual parts/solos, etc. This happens frequently to members who are absent.

3. Two (2) or more unexcused absences from rehearsal may result in the student being removed from the East Paulding Marching Band/Concert Bands/Winter Guard.

We simply will not allow a student who is habitually absent from rehearsal, to negatively impact the experience of others.

4. An unexcused absence from any performance could result in being removed from the Marching Band/Concert Band/Winter Guard, effective immediately.

5. Every absence will be taken into consideration on a case-by-case basis.

The following are examples of an excused absence: sick (with a doctor's note), death of a family member, and wedding of an immediate family member (brother, sister, mother, father).

The following are examples of an unexcused absence: not feeling like coming to rehearsal, sick (without a doctor's note), homework, birthday, work, a concert, going out of town, vacation, any absence where an acceptable excuse is not provided

A note on homework: Being a part of the Band Program is not a requirement, it is a privilege. Members of the Band are expected to maintain good grades, while simultaneously participating in the band in its full capacity. It is important that members of the band stay on top of their homework and various other assignments so that a conflict does not arise. Students who miss rehearsals due to homework will be removed from the ensemble. Plan your homework and assignments ahead of time.

6. All excuses must be submitted to Mr. Robichaux via email:

jrobichaux@paulding.k12.ga.us

If you know you are going to be out ahead of time, please be sure to submit the necessary information to Mr. Robichaux (via email) prior to your absence, in order to make sure your absence will be excused.

If the absence is unexpected, information regarding the absence should be submitted (via email) to Mr. Robichaux on the day you return.

7. All members are expected to be on time for all rehearsals.

2 late arrivals = 1 unexcused absence. Any late arrival of greater than 1 hour = 1 unexcused absence.

8. Students who are removed from the program (or must quit) for attendance or behavior issues will not be allowed to return to the program in subsequent seasons.

9. All participation fees are not refundable.

Students are not allowed to quit once committed to the season however, if a student is removed from the program, moves, transfers schools, etc, your payment will be considered a contribution to the East Paulding High School Band Boosters, Inc. and will be used to help recover lost funds caused by your student's remaining dues not being paid.

In the event your student is removed from the program, moves, transfers schools, etc, items purchased through the boosters such as shoes, gloves, uniforms, warm-up suits, make-up, body tights, bags or flag bags, will not be distributed to the student. These items will also be used to help recover lost funds caused by your student's remaining dues not being paid.

10. Students who are injured, habitually sit out of rehearsal, are absent from rehearsal, or do not perform up to our standards, may be temporarily removed or replaced altogether.

Remember, the band still has to continue regardless of your circumstance.

Official East Bands Calendar

In lieu of printing the entire calendar,
We have made it accessible online via the link below.

www.eastbands.com/calendar

COMMUNICATION / SOCIAL MEDIA

| | |
|------------------|---|
| Band App | To Join The BAND APP use the link below: https://band.us/n/a5af3dUa1543Z |
| Facebook | "LIKE" us @ EastBands |
| Twitter | "FOLLOW" us @ EastBands |
| Instagram | "FOLLOW" us @ EastBands "FOLLOW" us at @EPColorGuard |

A note on social media: It is the obligation of every student to use social media in a responsible way. Remember, what you say on social media is potentially public to the whole world. Students observed using social media in an irresponsible manner will be dealt with according to school discipline policies and may be dismissed from the band program.

Video Policy: Rehearsal and/or performance videos are never to be posted online without specific written approval from Mr. Robichaux. Failure to acquire written approval may result in copyright infringement. All copyright/sync infringement penalties occurred from individuals posting EPHS band performance videos will be the responsibility of the individual who posted the unapproved videos.

REHEARSAL EXPECTATIONS & ETIQUETTE

Members of the East Paulding High School Band program are expected to carry themselves with respect and consistently hold themselves to a high standard of etiquette. Proper etiquette will help the program become more successful and harmonious. The following list is some of the expectations for etiquette during rehearsal:

Students will...

1. Be punctual and arrive on time (early is on time, on time is late)
2. Respect fellow members, leadership, and staff. (leave interpersonal conflicts at the door)
3. Adhere to rehearsal dress code.
4. Handle equipment with care.
5. Drink water throughout the day and eat an adequate amount of food prior to rehearsal.
6. Show up to rehearsal with a positive attitude.
7. Be attentive to staff, listening and applying feedback with no arguments.
8. Help with set up and clean up

Students Will **NOT**...

1. Have cellphones and/or other devices (smart watches, headphones, etc.) on their person during rehearsal (needs to stay in bag, on silent)
2. Have public displays of affection with other members
3. Be the last to arrive and the first to leave (everyone helps with everything)
4. Disrespect the rehearsal space. (leaving trash, touching equipment that is not ours, not being in our designated space)
5. Use profanity or make inappropriate gestures during rehearsals or while within the rehearsal space.

Remember that a respectful and disciplined approach to rehearsal not only benefits the individual but also contributes to the overall success of the winterguard, marching band, and overall band program. Excellent rehearsal etiquette helps create a positive and productive atmosphere where everyone can learn and perform at their best.

PUBLIC EXPECTATIONS & ETIQUETTE

All Performing Ensembles

Being a member of the East Paulding High School Band program means that you will constantly be put on display in the public eye. It is vital for the continued success and legacy of our band program, that we always put our best foot forward. The following is a list of some of the specific expectations for etiquette.

COMPETITIONS:

Students will...

1. Sit in their assigned sections.
2. Wear the uniform correctly at all times.
3. Treat the uniform and it's parts with respect.
4. Be in the correct place(s) at the specified time(s).
5. Display good sportsmanship at all times.
6. Be attentive to leadership throughout the day
7. Be respectful towards teachers, chaperones and student leaders.
8. Help load/unload trailers.
9. Be positive towards other groups and their members, hosts, adjudicators, etc.

Students will **NOT..**

1. Criticize or talk badly about other groups or group performances.
2. Publicly display affection towards other students.
3. Swear or use inappropriate gestures.
4. Wear additional items without prior approval (IE sunglasses, hats, jackets, etc.).
5. Use cell phones during performances
7. Leave the stands without a chaperone's permission.
8. Run in uniform.
10. Be sore losers.

UNIFORM POLICY

All Performing Ensembles

Uniforms are an important part of the East Paulding High School Band Program and help set band members apart as we represent the band program and the East Paulding High School as a whole. The uniform is a significant part of the team spirit that characterizes the marching band. We hope that students will take special pride in their distinction. By accepting a uniform, you are accepting the responsibility of taking care of them. Uniforms will be taken home by the students.

Uniforms will be fitted and/or assigned to each member during the beginning of the season after the receipt of the first participation fee payment. Students should contact the EPHS Financial Vice President Ashley Gibbs (affordablesignatures@gmail.com) if they are unable to make this payment by the deadline.

Damaged or lost uniform parts will be charged to the student, just as a textbook or other school property would be.

Gloves are essential to protecting the performer's hands and wrists from accidental injuries. **Gloves are required for all members who spin weapon(s)** but are optional for members who only spin flag in the show.

Makeup ("show makeup" dictated by the director at the beginning of the season) is required for all female presenting performers during performances. Male presenting performers may wear makeup if they wish but are not required to.

Exceptions to this rule can be made on a case by case basis. This request must be approved by the colorguard director every subsequent season the performer participates in.

Body tights, worn under the costume for comfort and protection, are optional for performers but recommended.

Students will arrive at the competition site in uniform unless otherwise instructed.

The band boosters do not provide makeup, gloves, or body tights. Members must supply themselves these materials if required or wanted.

Uniform Etiquette will be followed at all times. This includes but is not limited to the following:

1. No running while in uniform.
2. No swearing while in uniform.
3. No crude or obscene gestures while in uniform.
4. No public displays of affection while in uniform.
5. No eating while in (full) uniform.
6. No sitting on any material that might scuff, stain, or pull on uniform
 - Grass, concrete, etc.

WINTERGUARD REHEARSAL CHECKLIST

The following are items that each winterguard member will need for every rehearsal.

- _____ 1. Black shorts or non-see through leggings (Small logos or designs are fine)
- _____ 2. Black form fitting shirt (Small logos or designs are fine)
- _____ 3. Running Shoes/Athletic Shoes (No sandals, flip flops, Crocs, etc)
- _____ 4. Water bottle (Fill up before you come each day)
- _____ 5. Backpack/bag designated for rehearsal (This will make life much easier)
- _____ 6. Your equipment (if taken home)
- _____ 7. Electrical tape (White and Black)
- _____ 8. Screwdriver (For Weapons)
- _____ 9. Small first aid kit
- _____ 10. Any personal medications that might be needed during rehearsal
- _____ 11. Gloves (For Weapons)
- _____ 12. Missing Paperwork

A few things to consider:

1. Having a designated guard backpack or bag will be helpful in carrying everything you need to and from rehearsal. Bags can be kept in the member cubby in the guard closet at the highschool during the school day.
2. Keep a snack in your backpack just in case you or someone else needs it.
3. Staff will have various items and necessities for emergencies, however, members should have their own for personal use.
4. The winterguard will have a "Squishmellow Audience" during Friday rehearsals before a show. Students can bring in their own Squishmellows or stuffed animals for these rehearsals but are responsible for taking them home afterwards. We are not responsible for any damaged or stolen Squishmellows.
5. If students do not wear appropriate rehearsal clothing they will be required to sit out and attentively watch the rehearsal until they are able to change into proper rehearsal attire.

VARSITY LETTERING POLICY

NON-POINT REQUIREMENTS

To qualify for a letter, each student must meet the following 6 non-point requirements

| | |
|----|---|
| 1. | The student must be enrolled in a band class for 2 full semesters. Chorus is an acceptable substitute for color guard students only. Color guard members must be enrolled in fall color guard class and complete a season of winter guard or be enrolled in a spring semester band class. |
| 2. | The student must have ZERO (0) unexcused absences from rehearsals or performances. This includes every ensemble you participate or are enrolled in. |
| 3. | The student must have ZERO (0) disciplinary actions that result in ISS, OSS, or require in program discipline. |
| 4. | The student must NOT quit or be kicked-out of an ensemble. |
| 5. | Student participation fees must be paid in full. |
| 6. | Students must fully participate in 2 fundraisers |

POINT REQUIREMENTS

Each student must also accumulate a total of 100 letter points over the course of a single school year. Points begin at "0" each school year

| | |
|--|---|
| 50 points 50 points | Completing the Marching Band Season Completing the Varsity Winter Guard Season |
| 35 points 35 points 35 points 35 points 35 points 35 points | Completing a year of Jazz Band Perform solo or ensemble literature at the spring showcase concert Perform at solo and ensemble Completing the Junior Varsity Winter Guard Season Auditioning for District Honor Band/GMEA All-State Band Round 1 Taking private lessons on your instrument or color guard equipment for the entire year. (Proof Required) Active member of our leadership team. |
| 25 points 25 points 25 points 25 points 25 points 25 points | Completing a year in a small ensemble and perform at a concert Acceptance and participating in the District Honor Band Event Acceptance and auditioning for GMEA All-State Band Round 2 Acceptance and participating in the GMEA All-State Band Acceptance and participating in the All-American Marching Band Acceptance as a music major in an approved college or university (Proof Required) |
| 15 points 15 points 15 points 15 points | Participated in the Paulding County Honor Band Perform at Paulding County Fine Arts Day Taking a 2nd band class for at least one full semester Participation in a EPHS Band approved Student Leadership Camp Participation in a EPHS Band approved Drum Major, Wind, Perc or Guard Clinic *Attend and review 3 concerts outside the EPHS Band Program |

*** Must include parent-signed concert program and a 1 page typed review of each concert attended. Concerts you participate in do not count. Multiple ensembles on the same concert do not count separately, this is considered one concert.**

PARTICIPATION FEES AND FINANCIAL POLICIES

| | |
|--|-------------------|
| Concert Band Only Class Participation Fee | \$50.00 |
| Marching Band Winds/Percussion Participation Fee | \$650.00 |
| Marching Band Colorguard Participation Fee - Returning Member..... | \$750.00 |
| Marching Band Colorguard Participation Fee - New Member..... | \$800.00 * |
| Winterguard Participation Fee | \$650 |
| ALL Shoes, Gloves, and Wristbands are NOT included. | |
| Additional items that may need to be purchased include: | |
| School Owned Instrument Repair and Upkeep Fee: \$50 | |
| Marching Band Shoes: \$40 | |
| Color Guard Shoes: \$25 | |
| Gloves & Wristbands: \$3 ea. | |
| *The Concert Band Fee is waived for students who participate in marching band. | |
| Multiple Student Discount: Families with multiple students participating in the EPHS <u>Marching Band</u> will receive a \$50 discount on the fees for each additional student. | |

PAYMENT SCHEDULE

| <u>Date</u> | <u>Amount Due</u> | <u>Total Paid</u> |
|--------------------|--------------------------|--------------------------|
| December 7th | \$200 | \$200 |
| January 6th | \$150 | \$350 |
| February 5th | \$150 | \$500 |
| March 4th | \$150 | \$650 |

***Contact the band boosted for an alternate payment schedule if needed**

PAYMENT INFORMATION

All Checks are to be made out to **EPHS Band Boosters**. Please put payment in an envelope with your name and your student's name and what the payment is for on the front. Please do not mail cash payments. All cash payments should be turned into the band black box located in the EPHS Band Room. Printed envelopes are located in the band room for your convenience.

If you would like to make a check payment during the month of June, please mail checks to:

East Paulding High School
Attn: Band Boosters
3320 East Paulding Drive
Dallas, GA 30157

You may now pay band fees online - Contact Boosters for more information

Any payments made in June will not be deposited until Band Camp starts

PLEASE NOTE: ALL marching band participation fees, concert band/class participation fees, uniform accessory payments, and/or additional item purchases are **NON-REFUNDABLE**. In the event you/your student quits, is removed from the program, moves, transfers schools, etc., your payment will be considered a contribution to the East Paulding High School Band Boosters, Inc. and used to help recover lost funds caused by your student's remaining dues not being paid. In the event your student quits, is removed from the program, moves, transfers schools, etc, items purchased through the boosters such as shoes, gloves, uniforms, warm-up suits, make-up, body tights, bags, flag bags, etc. will not be distributed to the student as those items will also be used to help recover lost funds caused by your student's remaining dues not being paid.

Fees paid for one school year do not apply to another school year.

BAND BOOSTER CHAIR DESCRIPTIONS

Concessions: Oversees ordering and stocking of supplies of concessions stand. Organizes and cleans concession stands. Shops for food and other goods. Oversees volunteers working concessions at every home game. Can have co-chairs.

Hospitality: Sets menus for band camp, away games, and competitions. Shops for food and other goods. Oversees volunteers during all meal times. Coordinates with Mr. Robichaux on meal times. Sets up menu for DHB and sets up end-of-year banquet. Can have co-chairs.

Uniforms: Oversees fitting of all band students (during band camp), including concert band. Makes alterations as needed. Ensures that uniforms are kept orderly. Oversees the ordering of gloves, shoes, wristbands, etc. Organizes dry cleaning and laundering of uniforms. Is responsible for plumes during football games. Can have co-chairs.

Operations: Oversees construction of props for show. Works with Mr. Robichaux on design. Transports and places props for all games and competitions. Loads trailer for away games and competitions. Places water coolers on buses and trailers for away games and competitions. Oversees volunteers for pit crew.

Chaperones: Creates schedule for chaperones. Rides the bus and provides snacks for students. Helps refill water jugs at games.

Fundraising: Oversees fundraising efforts. Works with VP of finance on all fundraising ventures. There are 3 chairs needed: Small, Major, and Corporate.

Communications: Sends out weekly newsletter. Gathers info from board/chairs.

Paulding Meadows: Attends monthly meetings regarding Paulding meadows. Oversees volunteers for gate, parking lot, and food booth. Works Paulding Meadows weekend. Sells tickets to band for Paulding Meadows.

Water crew: loads coolers with water and ice before home games. Helps prepare jug coolers for away games and competitions.

Pit crew: works majority of games/competitions on props, helps construct props on designated Saturdays, works the show, pulls trailer.

Member of uniform committee: helps size students for marching and concert band, washes uniforms, hangs uniforms at end of game/competitions.

Member of hospitality committee: serves meals at dinner time (approximately 20 meals, including the 10 days of band camp), can make drinks, can pick up meals, can contribute desserts Member of fundraising committee: helps coordinate fundraising efforts including distributing order forms, organizing forms and products, and distributing products. Helps run fundraising events.

Media committee: helps coordinate capturing pictures and video of important events throughout the year for our recruitment and year-end videos.