

THREE RIVERS COMMUNITY SCHOOLS INSTRUMENTAL MUSIC DEPARTMENT



BAND HANDBOOK

2018-2019

OUR MISSION STATEMENT:

**"THE GOAL OF THE THREE RIVERS BAND PROGRAM IS TO DEVELOP LIFELONG LEARNERS
AND LOVERS OF MUSIC, AS WELL AS PRODUCTIVE CITIZENS
BY UPHOLDING A STANDARD OF EXCELLENCE FOR ALL MEMBERS.
MUSIC ENRICHES THE LIVES OF STUDENTS, THE SCHOOL, AND THE COMMUNITY."**

VALUES: "TRUST, RESPECT, RESPONSIBILITY, INTEGRITY"

**CARRIE BALK, HIGH SCHOOL PRINCIPAL, 269-279-1120
ANDREW MAINS, MIDDLE SCHOOL PRINCIPAL, 269-279-1130**

**BRYAN VANTOLL, DIRECTOR OF BANDS, 269-279-1120 ext. 32028
E-mail: bvantoll@trschools.org**

**DAN ROBERTS, HS ASSISTANT DIRECTOR OF BANDS, 269-279-1120 ext. 32028
E-mail: droberts@trschools.org**

**MAI LAN VO, MS ASSISTANT DIRECTOR OF BANDS, 269-279-1130 ext. 33201
E-mail: mvo@trschools.org**

BAND BOOSTERS EXECUTIVE BOARD:

**AMBER SHANK, PRESIDENT
TERI SHANE, VICE-PRESIDENT
BECKY BALLARD, SECRETARY
RHETA BARNELL, TREASURER**

TABLE OF CONTENTS

- 1. Forward**
- 2. Program Overview**
- 3. Additional Activities**
- 4. Rehearsal**
- 5. Performances**
- 6. Travel**
- 7. Attendance**
- 8. Conflicting Events**
- 9. Fund-Raising Activities**
- 10. Discipline**
- 11. Tryouts, Chairs, Challenges**
- 12. Individual Practice/Homework**
- 13. Grading**
- 14. Care and Handling of Uniforms, Instruments, and Music**
- 15. Awards**
- 16. Band Boosters**
- 17. Forms Checklist**
- 18. Conflict Form and Attendance Contract**
- 19. Parental Consent Movie and Photo Use Policy Form**
- 20. School Instrument Maintenance Contract**

1. FORWARD

In order to constantly improve our bands and facilitate the smooth operation of the band department in general, it is necessary that every member of the band and their parents familiarize themselves with this handbook. Please read the rules, regulations, policies, and performance and activity schedule within this handbook very carefully. Keep the handbook available at all times for reference throughout the year. This will help you prepare for the responsibility of being a member of the Three Rivers Community Schools Instrumental Music Department. When a question arises, first consult this handbook. If you do not find the answer, then ask the director or a member of the Band Boosters Executive Board.

2. PROGRAM OVERVIEW

MARCHING BAND: Grades 9-12, PREREQUISITES: Middle School Band, Audition, and/or Director's Permission. Performs at all varsity home football games, two Scolastic Marching competitions, playoff games, and pep assemblies, Homecoming Parade, Kalamazoo Holiday Parade, and the Memorial Day Parade.

BASKETBALL PEP BAND: Grades 9-12, PREREQUISITES: Must be current member of Concert or Symphony Band. Performs at all basketball pep assemblies and all home basketball games. This group is optional/extra-curricular.

SYMPHONY BAND: Grades 9-12, PREREQUISITES: Middle School Band, Audition, and/or Director's Permission. Participation in the Marching Band is required for participation in Symphony Band. Performs at Holiday Concert, Pre-Festival Concert, and Spring Concert, as well as M.S.B.O.A. Festivals at the District and State levels, 1 National Competition and Graduation. This is our top-performing ensemble with a set instrumentation and entrance by audition.

CONCERT BAND: Grades 9-12, PREREQUISITES: Middle School Band, Audition and/or Director's permission. Performs on Holiday Concert, Pre-Festival Concert, and Spring Concert, as well as the M.S.B.O.A. District Band Festival and Graduation. Emphasis is placed on the continuing introduction and reinforcement of basic music skills. This ensemble is a "training band" for preparation for entrance into the Symphony Band.

MIDDLE SCHOOL BAND: Grade 8, PREREQUISITES: Intermediate Band, Audition and/or Director's permission. Performs on three concerts each year as well as the M.S.B.O.A. District Band Festival. The Middle School Band is the top performing ensemble at the middle school level.

INTERMEDIATE BAND: Grade 7, PREREQUISITES: Beginning Band, Audition and/or Director's permission. Performs on three concerts each year as well as the M.S.B.O.A. District Band Festival. Intermediate Band builds upon musical skills learned in Beginning Band and prepares the student for participation in Middle School Band.

BEGINNING BAND: Grade 6, Performs at two concerts each year. Emphasis is placed on learning basic musical skills such as tone production, rhythm, technique, intonation, and musicianship, as well as the fundamentals of playing the selected instrument. Following one year of Beginning Band, students are eligible to participate in summer music camps.

3. ADDITIONAL ACTIVITIES

M.S.B.O.A. DISTRICT AND STATE SOLO AND ENSEMBLE FESTIVAL

This is an activity, which is not required, but strongly recommended. Student will prepare and perform an accompanied solo or ensemble for an adjudicator. More information regarding this festival is available closer to the event, and the dates are listed on the attached schedule.

PRIVATE INSTRUCTION

There are many talented, excellent private instructors in the area. Weekly private lessons are excellent ways to supplement the music education you receive at school and will help you improve your playing ability and musicianship.

SUMMER MUSIC CAMPS

There are many summer music camps in this area available to music students of all levels such as W.M.U. Seminar, Blue Lake Fine Arts Camp, Interlochen, Camp Wakeshma, and the Robert Hohner Institute Percussion Clinic at Alma College. Every Three Rivers student attending one of these camps will receive a scholarship from the Band Boosters for a portion of the cost of the camp. Other scholarships are available from civic organizations and from the camps themselves. This is a great way to supplement your band experience. See the director for information.

4. REHEARSAL

Rehearsal time is very valuable and every moment of it must be used for actual rehearsal purposes. The following regulations are used in all fine musical organizations. These are the foundations of our rehearsal procedure. READ THESE RULES CAREFULLY. This will eliminate any possible misunderstandings.

1. All students should be in their seat when the bell rings. All music and equipment, including instrument and pencil should be out and ready. All percussion equipment should be set-up prior to warm-up. Conversation and warm-up may continue until the director steps up on the podium. Tardiness will be dealt with according to school policy.
2. Warm up your instrument by softly playing long tones or scales. Drummers should confine themselves to playing soft warm-up exercises and assembling necessary equipment for the rehearsal.
3. When the conductor steps up on the podium, all talking should stop at once. Your full attention should be given to the conductor and nothing else should be allowed to distract you. All books and materials not pertaining to band should be placed in your lockers or under your chair for the duration of the rehearsal.
4. Gum chewing, eating, or drinking will not be permitted during any rehearsal or performance.
5. The rehearsal room and storage room must be kept orderly at all times. This is each band member's responsibility. All equipment should be stored properly after each rehearsal. All instruments should be put in the storage rooms or in the instrument lockers. No music should be left lying about and all sticks, mallets, and accessories should be stored in, not on top of the percussion cabinet. No mallets or sticks should ever be left on the floor.
6. Failure to adhere to these rehearsal policies and rules will result in the person(s) involved receiving a warning and then reports will be filed through the schools' disciplinary system and parents will be contacted regarding the issue. Continuing or severe discipline problems will be dealt with through the office.

5. PERFORMANCES

Performances are extremely important as they give each student an opportunity to display their skills and also participate in a creative musical experience. It is important that each student accepts responsibility as a member of the Three Rivers Bands and participates in every public performance. Please remember that band is voluntary until you are accepted as a member, then it becomes obligatory. **ALL PERFORMANCES ARE REQUIRED, NO EXCEPTIONS!!!**

Refer to the schedule of performances and activities for the dates of all required performances. Please note that an unexcused absence from a required performance will result in a serious reduction of the overall grade. Students who make arrangements in advance will be given the opportunity to perform the entirety of their performance for Mr. VanToll and will be graded accordingly. For Marching Band, this would include marching and playing on the rehearsal field.

All absences from required performances including illness must be taken up with the director as far in advance as possible. Please try to make every accommodation possible to allow your student to perform. Having every member of the band is critical to our success. If, for some reason, you cannot make arrangements and your son/daughter must be absent, please make Mr. VanToll aware as soon in advance as possible. This allows the director to make necessary changes in the music to accommodate for missing persons.

It is understandable that serious illness, family emergencies, and "Acts of God" can and will happen from time to time. In the case of this happening, please make every effort to keep Mr. VanToll informed. This is best accomplished through e-mail. Part time work/job will not be accepted as a reason for an excused absence.

If a student is dressed inappropriately they may not be allowed to participate in the performance. If your attire is not appropriate for school, it is certainly not appropriate for the stage! Remember, when you appear at a public performance you represent yourself, your family, your band, your school and your community to the general public. You have an important job of selling yourself in a manner that will reflect positively upon yourself and your band. One individual can discredit an entire band, school, and community with poor behavior or inappropriate attire.

6. TRAVEL

When it becomes necessary to travel as a group, certain rules must apply to ensure the safety and enjoyment of everyone. When students travel with the band they represent not only the band but also our school and our community. Students are expected to comply with the instructions of the Director and the chaperones at all times. Students must travel to and from the event, in which the band is participating, with the band on the transportation provided. If a student wants to return home after the event with their parents they must present themselves with their parent or legal guardian to the Director and then to their bus captain BEFORE departing. Students wanting to travel to the event utilizing other transportation or home from the event with someone other than a parent or legal guardian must submit a request in writing at least one week before departure for approval. For all trips that include an overnight stay a health form and travel agreement form must be signed by both the parent and the student and submitted prior to departure. If a parent wants to bring their child home from an overnight trip a letter requesting permission must be submitted to the Principal at least one full week prior to departure. The student will be allowed to leave with the parent or legal guardian only and only after all activities have been completed.

7. ATTENDANCE

Band is a group performance oriented class. When a student is absent for even a single rehearsal it negatively impacts the entire group. Because band relies on every student's consistent contribution, band students will be expected to maintain a minimum 90% attendance rate for all rehearsals. If a student drops below this rate, the student may lose performance privileges, and a conference will be called with the student, parents, and teacher and guidance counselor for the purpose of trying to improve the student's attendance. If attendance problems persist, the student may be asked to withdraw from band. Absences from Marching Band evening rehearsals must be approved and excused in advance by the director. An unexcused absence from a Marching Band evening rehearsal may result in a "benching" for the next performance.

8. CONFLICTING EVENTS (TR SCHOOLS-SANCTIONED EVENTS ONLY)

Every effort will be made by school officials to work out event conflicts in advance. Because it is impossible to work out all conflicts, when a conflict does arise the student must notify the appropriate school officials (Band Director, Coach, Club Advisor, etc.) as far in advance as possible. The student and their parents will be given a reasonable amount of time for a decision to be made as to which event he or she will attend. The appropriate school officials should be notified as far in advance as possible of their decision. It should be understood that doctor's appointments, travel athletics teams, and part-time jobs are not appropriate reasons to miss scheduled performances. In the case of any conflict with a rehearsal, a hand-written note from the parent or legal guardian is necessary to excuse the absence. If absences are unexcused, they will affect the overall grade.

9. FUND-RAISING ACTIVITIES

The Three Rivers Band Department and Band Boosters are involved in several fund-raising activities each year. These fund-raisers provide additional monies for instruments, uniforms, trips, awards, camp scholarships, etc. There are three major fund-raisers the band students participate in each year. These are the Citrus Sale in November, the Wildcat Card Sale and the Tag Day Sale in May/June. Every band student should participate in each of these if possible. In addition, the Band Boosters sell popcorn at all home football and basketball games, runs the concession stands at band festivals and various other fund-raising activities. We are constantly looking for new fund raising ideas so please feel free to attend Band Boosters meetings on the first Monday of each month and share your ideas. If any parents are interested in being involved in any of the above fund-raisers they should attend the monthly meetings or contact one of the Band Boosters Executive Board members.

10. DISCIPLINE

Three Rivers band students should always conduct themselves in a manner that will reflect positively upon themselves and the Three Rivers Bands. Keeping this in mind, in addition to the policies of the Three Rivers High School and Middle School, the following policies will be strictly adhered to:

1. Please refer to item #4 for rehearsal regulations. Failure to adhere to these regulations will result in first a warning, then followed by the appropriate disciplinary procedures as laid out by the student handbook.
2. Any student caught using alcohol, tobacco, drugs, or any controlled substance will be immediately disassociated from the band until a hearing can be held to determine if the student's membership in band should be continued. This is in addition to any penalties the student may receive through the discipline code of the Three Rivers Schools.
3. All students in band are expected to maintain high academic standards and a 90% rehearsal attendance rate in order to be eligible for after school performances.
4. Continuing discipline problems in class or while involved in any other band or school activities will result in the request for a parent-director conference.

11. TRYOUTS, CHAIRS, AND CHALLENGES

Tryouts will be held in the Intermediate, Middle School, and Concert Bands in the first two weeks of school and periodically throughout the school year as deemed necessary. Tryouts will count for both chairs and grades and will be held using music from the band folders or a special etude that will be chosen and distributed by the director. In marching band, parts are assigned and there are no chairs. Symphony Band tryouts will be held during first semester Final Exams. The tryout music will be selected by the director.

There will be no challenge system for students to compete for chairs once the tryout is completed.

12. INDIVIDUAL PRACTICE/HOMEWORK

Consistent, quality practice is very important to any band student wishing to be successful in music either individually or as the member of an ensemble. Each student is expected to practice a minimum of 30 minutes per night, five nights per week. Practice is most beneficial when accomplished in a quiet area with no distractions, using a chair and stand for proper posture. The following equipment is recommended to accompany your practice session:

- Chair
- Music Stand
- Metronome & Tuner (I recommend the Korg TM-40)

A typical practice session might include 8-10 min. of warm-up, 10 min. on a difficult passage in the band music, and 10 min. on a solo or etude. THIS IS A MINIMUM!!! Students aspiring to greater levels of musicianship and an "A" in band would find it necessary to spend more time and effort at musical practice.

All Middle School band students will be required to log daily practice in the inside cover of their music book or folder. Students will be asked to have their books signed by a parent to verify their practice minutes. Practice minutes will be checked every Monday and entered into the grade book periodically.

Each week, students will earn a grade for the number of minutes they practice for the week. The equivalent to 20 minutes a night , 7 days a week, is required for an "A".

140 minutes – 10 points
120 minutes – 9 points
100 minutes – 8 points
80 minutes – 7 points
60 minutes – 6 points
40 minutes – 5 points
Less than 40 minutes – 3 points

The honor system will often be in place when students report the number of minutes and present their signatures. Forged signatures or academic dishonesty will be handled through office referrals and loss of credit for all points/practice minutes associated with the dishonesty. Failure to present a signature will result in a "zero" until the signature can be presented and the practice can be verified.

13. GRADING

The grade in band is determined by three different categories:

Formative (Practice Records & Performance/Written work)	40% of total grade
Summative (Performances & Performance Exams)	50% of total grade
Daily Work (Daily Participation/Effort)	10% of total grade

Formative (Classroom Effort & Participation) Grade: Students will be evaluated on a weekly basis for the quality of their individual performance, based on their own individual musical development. See "Individual Practice" above. Students are expected to practice 140 minutes each week in order to earn this portion of their overall grade. Marching Band students during the marching season will fulfill this requirement by attending the three-hour Tuesday night rehearsals. These rehearsals will be given a point value and students who attend the entire rehearsal will earn credit based on their performance. A hand-written note is required to excuse a student from such rehearsal unless it is a TR Athletic Event worked out in advance.

Summative (Performances & Performance Exams) Grade: Students will receive full credit for being on time and present for public performances. Performances are heavily weighted because of how important it is to have each member present (see Performances). *Unexcused* absence from a performance will result in the performance grade for the event being lowered to "zero." Unexcused tardiness to a performance will be addressed by lowering of one's performance grade by 10 points. All absences are considered unexcused until they are deemed excused by the director. Please submit a hand-written note or a message to voicemail to request for your son/daughter to be excused from a performance. Part time work/job will not be accepted as a reason for an excused absence. If the absence is excused, students will be given an opportunity to perform the entire performance for Mr. VanToll and graded according to their mastery of the material.

Daily Work (Practice Records & Written Work) Grade: Students are expected to follow all of the rules and regulations of the classroom and participate fully in all rehearsals and class sessions. Students follow all of the following rules will earn their 5 daily points: sit/stand with proper playing position, demonstrate proper hand position and embouchure/stick grip, no gum, must have instrument, music, and pencil, no talking, no cell phones, and prepared musically for class.

14. THE CARE AND HANDLING OF UNIFORMS, INSTRUMENTS, AND MUSIC

Uniforms should be treated with care and respect at all times. When not in use, the uniform should be neatly hung in a dry, clean area such as a closet. Marching Band uniforms will be stored at school and Concert/Symphony Band tuxes will be stored at home.

MIDDLE SCHOOL BAND STUDENTS WILL BE REQUIRED TO PROVIDE:

- black dress pants
- black dress shoes (no tennis shoes)
- black dress socks
- plain white t-shirt (short sleeve, must be school appropriate)
- purple band polo will be provided to you (must be tucked in)

CONCERT BAND STUDENTS will be required to provide:

- white tux shirt
- black dress shoes (no tennis shoes), (marching Dinkle's can be worn for concert)
- black dress socks (long; cannot show skin between sock and pant when sitting)

MARCHING/SYMPHONY BAND STUDENTS will be required to provide:

Concert uniform includes:

- white tux shirt
- tuxedo [provided]
- black dress shoes (no tennis shoes), (marching Dinkle's can be worn for concert)
- black dress socks (long; cannot show skin between sock and pant when sitting)

MARCHING UNIFORM INCLUDES:

- black "bibber" pants
- one-piece jacket
- shako (hat) and plume
- black socks
- black gloves
- black shoes**

**All Marching/Symphony Band members will be required to purchase a pair of "Dinkle Vanguard" black marching/concert shoes @ \$30.00/pair, and black gloves which are \$5.00/pair. Shoes and gloves will be ordered and paid for during the week of marching band camp.

***Tuxedo jackets, tux slacks, bowties, and marching tops and bottoms are all provided by the school. Replacement bowties are \$5/ea. Students and parents are held responsible for any negligence or damage to uniforms beyond normal wear and tear, and may be asked to replace a uniform which is mis-handled.

INSTRUMENTS

It is each student's responsibility to have a well-maintained, playable instrument for each rehearsal and performance. This pertains to both school and student owned instruments.

It is strongly recommended that before purchasing an instrument you contact the director to make sure the instrument being purchased is of the necessary and appropriate quality. There are many manufacturers of poor quality instruments sold at a bargain price especially on the Internet. Many of these instruments are not of the necessary and appropriate quality to allow your child an opportunity to develop as a successful musician.

BRASS INSTRUMENTS should be periodically lubricated so that all valves and slides work as intended.

WOODWIND INSTRUMENTS should also be swabbed out after every use. All corks and joints should be greased, and all keys lubricated periodically. Every reed player should have at least THREE PLAYABLE REEDS in their case at all times. In addition, reed players should be constantly breaking in reeds to maintain this three-reed minimum. This alleviates the problem of breaking a reed before or during a performance and having to replace it with a new, unplayable reed.

PERCUSSIONISTS should have their own sticks and mallets at all times, and should keep their instruments cleaned and tuned.

ALL INSTRUMENTS should be kept clean and free of grime at all times. Musical instruments are not toys! They cost hundreds and even thousands of dollars. Please make sure they are handled with care, maintained properly, and stored properly in their cases after each use. Even the best musician cannot make music on a broken or poorly maintained instrument.

SCHOOL INSTRUMENT POLICY: Please refer to the attached form regarding school-owned instruments and return the attached form, along with the rest of the forms in this packet, by the due date.

MUSIC

All music to be used in school performances will be issued by the band department. Folders for storage will also be provided. Music should be kept in folders when not in use. Please try to avoid bending or folding music, as this will cause it to tear. Always write instructions, alterations, etc. in your music but never use ink. Please use pencil and write neatly so the next person can read the music easily. The student(s) to whom the music was issued will replace any lost, damaged, or destroyed music.

15. AWARDS

There are many awards given each year by the band department. The following is a list of awards available and qualifications for each. The marching band awards are presented at the annual Marching Band Banquet each November. All other awards are presented at the HS and MS Spring Concert & Awards Program in May.

MOST IMPROVED MARCHER- an engraved plaque awarded each year to the most improved marcher in the Wildcat Marching Band.

BEST MARCHER- an engraved plaque awarded each year to the best marcher in the Wildcat Marching Band

BEST FLAG- an engraved plaque awarded each year to the best color guard member in the Wildcat Marching Band.

WILDCAT FACE- a chenille patch awarded each year to every first year marcher who completes the marching year in good standing.

COLORGUARD AWARD- a chenille patch awarded each year to each color guard member who completes the marching season in good standing.

2nd, 3rd, and 4th YEAR MARCHING AWARDS- a certificate awarded to each marching band member who completes the marching season in good standing.

MOST IMPROVED PLAYER AWARD- an engraved plaque awarded to the one member in each band who is most improved as a musician.

DIRECTOR'S AWARD FOR BAND- an engraved plaque awarded to one member of the Concert Band. This award is for outstanding musicianship and leadership.

JUNIOR LETTERS- chenille TR awarded to each junior in the Symphony Band who completes the year in good standing.

SENIOR PLAQUES- an engraved plaque awarded to each senior in the Symphony Band who completes the year in good standing.

SENIOR AWARD- a special award to be awarded at the director's discretion to any senior who has brought recognition to themselves through outstanding musicianship, leadership, or service.

JOHN PHILIP SOUSA AWARD- an engraved statuette awarded to the one senior who displayed the highest standards of musicianship throughout his/her band career. This is our highest honor!

16. BAND BOOSTERS

The Three Rivers Band Boosters is a parent organization designed to lend all possible support to the general instrumental music program in the Three Rivers Community Schools. This support includes but is not limited to fundraising; measuring, cleaning, and ordering of concert attire; arranging for chaperones; building props/scenery; and contributing to the smooth operation of all band events.

Meetings for the Three Rivers Band Boosters are scheduled for the second Monday of each month, and are included on the Schedule of Events in the back of this handbook. All meetings will take place in the Three Rivers High School Band Room at 7:00pm. Please consider joining us as we work to make this the best possible musical experience for our students!

DEAR THREE RIVERS BAND STUDENTS AND PARENTS,

We hope you will find the information contained in this handbook to be helpful and informative. The goal of this handbook is to acquaint you with the policies of the Three Rivers High School Band. With that in mind, we feel that it is extremely important that you take the time to examine it together. Please take the time to sign the form(s) attached behind this page and return them to us at school by **Monday, September 10, 2018**. If you have any questions on the material contained in this handbook or on any other band matter, please feel free to contact us or any of the Band Booster Officers listed on the cover page.

Musically,

Bryan J. VanToll
Director of Bands
Three Rivers Community Schools
bvantoll@trschoools.org
269-279-1120 x32028

Dan Roberts
Assistant Director of Bands
Three Rivers High School
droberts@trschoools.org
269-279-1120 x32028

Mai Lan Vo
Assistant Director of Bands
Three Rivers Middle School
mvo@trschoools.org
269-279-1130 x33201

17. FORMS CHECKLIST

For returning members, the TR Band Handbook is available electronically. Check out the full handbook on the website at <http://www.trbands.org>. All members need to acknowledge understanding and compliance with the handbook by completing the attached forms.

All of the following must be submitted to Mr. VanToll no later than Monday, September 10, 2018:

- _____ #18 -- Attendance Contract
- _____ #19 -- Parental Consent Movie and Photo Use Policy Form
- _____ #20 -- School Instrument Maintenance Contract
- _____ #21 -- Medical Release Form (H.S. Only)

18. ATTENDANCE CONTRACT

**PARENT/STUDENT INSTRUMENTAL MUSIC
CONTRACT**

Please note: This contract should be signed by both the student and parent/guardian in order to assure that everyone understands the procedures and expectations of participants in the Three Rivers Instrumental Music Program. If there are questions, see Mr. VanToll or call the high school office at (269) 279-1120, or email Mr. VanToll at bvantoll@trschoools.org. Since it is in the best interest of all students and parents to be “informed and willing,” this contract is a requirement of participation in the Band Program. **Please return it to Mr. VanToll by Monday, September 10, 2018.**

STUDENT: I have read and understand the instrumental music calendar and the contents of the Three Rivers Instrumental Music Department Handbook, and I agree to abide by the guidelines and policies therein, in particular regarding attendance at all required concerts and events.

Student Name _____ Student Signature _____

PARENT/GUARDIAN: I have read and understand the instrumental music calendar and the contents of the Three Rivers Instrumental Music Department Handbook, and I agree to support my son or daughter in all activities pertaining to his or her group, in particular regarding attendance at all required concerts and events.

Parent Name (Please print): _____ Phone #: _____

Parent Signature _____ Date _____

Please use the form below to indicate any known conflicts with any of the listed events pertaining to your band. If we are unable to resolve any standing conflict below, you will be given opportunity to make up the credit missed. See Mr. VanToll for questions or call (269) 279-1120 x32028.

NAME _____ **BAND** _____

DATE _____ **EVENT** _____ **CONFLICT WITH** _____

19. PARENTAL CONSENT MOVIE & PHOTO USE FORM

Occasionally, movies will be shown in Band. Please check below the movie ratings you would allow your son/daughter to watch. The majority of the movies are musicals, but occasionally a relevant drama might be shown.

In addition, photographs and video will be taken of the Instrumental Music Department students at times both in class and during performances. Should you request that photographs NOT be taken and used for promotional purposes of the band program, please submit a written request to Mr. VanToll. Please sign and date below indicating your understanding of this policy.

Student's Name _____

Parent's Signature _____ Date _____

Movie Ratings Acceptable for your Son/Daughter

PG _____

PG13 _____

20. SCHOOL INSTRUMENT MAINTENANCE CONTRACT 2018-2019

The Three Rivers Instrumental Music Department owns a set of instruments that can be loaned out for student use throughout the school year. The instruments are kept on a contract with Marshall Music that keeps the cost of repairs as low as possible. The band boosters are asking a minimal fee (\$20) from parents and students who use these school instruments to contribute to the upkeep and maintenance of these instruments that the boosters undertake each year to keep our instruments in good repair. Percussion students will be asked to pay a the \$20 fee as well to contribute to replacement of drum heads, sticks, mallets, and the upkeep and maintenance of the various instruments that those students will use throughout their school year.

Please fill out the following form. If your son/daughter is using a school instrument, please also sign and date the contract below. Mr. VanToll will complete this form with specific model number(s) and serial number(s) for each instrument being used. Please return this form to Mr. VanToll with the rest of the forms by Monday, September 10th

Name of Student _____

Please check one of the following:

_____ My student has their own instrument, or is renting their own, and does not use a school-owned instrument

_____ My student is a percussionist and the \$20 maintenance fee is enclosed.

_____ My student uses one or more school-owned instruments and the \$20 maintenance fee is enclosed.

I understand that I am using or in possession of the above school-owned instruments, and that they are being provided by Three Rivers Community Schools for my use due to their extreme expense to purchase and maintain. If a school-owned instrument is damaged through abuse, misuse, or carelessness of the student, that student will be responsible for the cost of the repair. Routine maintenance to the instruments will be covered by the boosters.

Student Signature

Date

Parent Signature

Date

School Owned Instruments Used (Office Use Only)

Type	Make	Model	Serial #	Accessories	Condition
------	------	-------	----------	-------------	-----------

_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

21. THREE RIVERS INSTRUMENTAL MUSIC

Medical Form

Student and parent/guardian information provided in this document is confidential and will only be accessed by the Head Chaperones and Band Directors as required for the safety and well being of the students.

Student's Name _____ Date of Birth(MM/DD/Year) ____ / ____ / ____

Address _____ Home Phone _____

Mom/Guardian's Name _____ Cell # _____ Work # _____

Dad/Guardian's Name _____ Cell # _____ Work # _____

Other Emergency Contact _____ Relationship _____ Phone # _____

Family hospitalization insurance company _____

Policy Number _____ Dr.'s Name _____ Ph#() _____

Medications: List all **prescription** AND **non-prescription** medications that your child will take regularly. Inhalers and EipPen information must be included, even if they are for occasional or emergency use only. All medications that your child brings with him/her must be listed on this form and turned in before he/she boards the bus.

Medication _____ Strength _____ Dose _____ Times Taken _____

Medication _____ Strength _____ Dose _____ Times Taken _____

Medication _____ Strength _____ Dose _____ Times Taken _____

Medication _____ Strength _____ Dose _____ Times Taken _____

Medication _____ Strength _____ Dose _____ Times Taken _____

List any **physical problems** of which the director(s) should be made aware:

- 1) _____
- 2) _____
- 3) _____

Indicate any **allergies** that you have which may necessitate treatment, the type of treatment and nature of reaction:

- 1) _____
- 2) _____
- 3) _____

Please indicate any of the listed OVER-THE-COUNTER MEDICATIONS that may be administered to your child:

____ Tylenol ____ Anti-diarrheal ____ Benadryl Oral ____ Hydrocortisone Cream
____ Ibuprofen ____ Tums ____ Muscle Rub ____ Caladryl Lotion

I give my permission to any hospital, doctor or EMT to treat my son/daughter in case of illness or injury. I authorize the band directors or head chaperones to sign consent forms for treatment in case of an emergency.

Parent or Legal Guardian's Signature

Date