



Notre Dame-Cathedral Latin
Marching Band

Handbook

Welcome to the Notre Dame-Cathedral Latin Lion Marching Band! In this handbook, you will find expectations laid out for you as a marching band member throughout band camp and the rest of the year.

Participation in Marching Band is a year long commitment; while the majority of the season will take place from August through November, we are still active throughout the rest of the year. **Please remember all forms and fees must be turned in by the first day of band camp.**

PERFORMANCE GUIDELINES

- ◆ Everyone must be dedicated to the success of the ensemble and responsible for his or her own parts in the music or the routine.
- ◆ Students are expected to practice at home and be on time for all rehearsals.
- ◆ Students are expected to maintain high performance standards. Unprepared students may be denied permission to perform at the discretion of the band director.
- ◆ We are a band with *passion, pride, and professionalism*. Students are expected to uphold these values at all times, especially during performances.

ATTENDANCE

- ◆ All members are expected to participate in band camp.
- ◆ Students are expected to be ready to start (in their seats, with their music, instrument, and pencil) at the designated times.
- ◆ Attendance at after school rehearsals (Tuesdays, Thursdays, and most Fridays 3:00-4:30) is expected; if a rehearsal must be missed, please inform the Band Director one day in advance. The notice should be either in a written note or e-mail.
- ◆ If the NDCL Football Team makes the playoffs, the band will travel with the team and perform during the game.
- ◆ **Attendance is mandatory for all performances; if you have a conflict and must miss a performance, Mr. Pysell must be notified in writing at least five days prior to the performance. The notice should be either in a written note or e-mail (adam.pysell@ndcl.org)**

BEHAVIOR

- ◆ Professional conduct and a positive attitude is expected when involved in band activities.
- ◆ Show respect toward the Marching Band Directors, other adults working with the band, and fellow band members.
- ◆ Have your music, instrument, flag, pencil, lyre, flip folder, and any other supplies needed for every rehearsal and performance.
- ◆ Arrive and be prepared at the designated times.
- ◆ Be actively engaged in rehearsal the entire scheduled time.
- ◆ Put all instruments, equipment, and other belongings away at the conclusion of each rehearsal and performance.

TRIP BEHAVIOR

- ◆ All Marching Band members must travel according to planned group arrangements including bus rides to football games, parades, etc.
- ◆ Parents/guardians or other family members are allowed to visit band members at the hotel, at performance locations, or at restaurants where we are dining; any other arrangements require the Director's approval.
- ◆ Male and female marching band members may not enter each other's rooms without a chaperone.
- ◆ Students may not leave their rooms after the final room check.
- ◆ Violation of any of these or other rules specific to the trip will result in a call home and possible removal from the trip.

TRANSPORTATION POLICY AND LIABILITY

Though it is our policy to travel as a group to and from all events, we understand that it is sometimes very inconvenient to make the trip back to NDCL to pick up your student - particularly if you live near the location of the event. In situations like this, we are willing to accommodate alternate means of transportation provided you follow a few guidelines:

- Parents of the student will need to e-mail or send a written note to Mr. Pysell at least **two days** prior to the event. This note must also indicate who the student will be leaving with. For example:

“Dear Mr. Pysell, 9/23/16
_____ will be leaving with his father, Mr. _____ after the Lake Catholic game Friday night. Thanks!
- Mrs. _____”

- The student must be sure his or her uniform and other equipment makes it onto the bus and will be properly taken care of by another student.
- The student and parent/guardian/driver/etc. **must check in** with the director before they may leave the event.
- The student must be picked up promptly at the bus loading area after the event. The bus cannot leave until each student has been accounted for, including students who aren't returning on the bus. Students who are not picked up within 10 minutes of loading the bus must return to NDCL with everyone else.

This policy is for the safety of all the Marching Band members and their families. We appreciate your cooperation in these matters and are happy to accommodate as long as our events continue to run smoothly! If you should have any questions, please contact Mr. Pysell.

INSTRUMENTS AND EQUIPMENT

Students are expected to maintain all marching band equipment to the best of their abilities. This includes both personally owned instruments and all school owned equipment. Students should use quality reeds, drum sticks, and other accessories, and take measures of preventative maintenance whenever possible.

Students using school-owned equipment are responsible for the maintenance/replacement of said equipment. In the event that the equipment is damaged or lost, those students are responsible for paying the full amount necessary to repair or replace those items.

Do not throw instrument cases around. Do not decorate your personal or school instruments with tape. Do not allow lyres, reeds, or any other type of detritus to fall around loosely in your case and bend your keys. Drums are not furniture. Please help us take care of our equipment.

UNIFORM REQUIREMENTS AND CARE GUIDELINES

Each marching band member is issued a dress uniform and garment bag. These items are the property of the NDCL Marching Band. It is the responsibility of each student to take proper care of his/her issued uniform items at all times.

- ◆ **Dress uniform for band consists of a blue jacket, black pants, white/gold drape, beret, white gloves, black socks and black shoes.**
- ◆ Full dress uniform must be worn at all times unless given permission by an adult.
- ◆ Each student must purchase a pair of uniform shoes. Uniform shoes are \$35 and may be purchased through the Band Boosters.
- ◆ Rainwear and cold weather coats are provided as needed.
- ◆ Procurement of all uniform items is handled through the Band Boosters.
- ◆ Any item that is lost or needs to be replaced for any other reason may be purchased through band boosters at the student's expense.

Uniform care is as follows:

- ◆ Underclothing **MUST** be worn under the uniform. The outermost layer of underclothing **MUST** be the current band t-shirt. Other items worn under the uniform may include a white/blue/yellow short-sleeved t-shirt and sport shorts. A white/blue/yellow turtleneck may be worn during cold weather. Underclothing helps protect the uniform and reduces the number of times it has to be cleaned throughout the school year.
- ◆ If an alteration is needed, **NO** material should be cut during the alteration. Minor repairs such as loose buttons or seam tears should be brought to the attention of the Uniform Coordinator and will be taken care of at school.
- ◆ The dress uniforms, berets and gloves are stored in numbered garment bags and remain in the band uniform room at NDCL. They are distributed to students before each event and collected at the end of the event.
- ◆ Any missing uniform parts that are uncorrectable will result in the student not performing.
- ◆ If any part of the uniform needs to be replaced due to loss, damage, or stains that cannot be removed, that cost will be at the student's expense. Determination of whether replacement is necessary will be at the director's discretion.

COLOR GUARD UNIFORM REQUIREMENTS AND CARE GUIDELINES

Uniform:

- ◆ Dress uniform for color guard **warm weather option** consists of a blue dress, black shoes and Capezio footed tights in the shade of light sun tan.
- ◆ Dress uniform for color guard **cold weather option** consists of a blue dress, black shoes, black leggings (with no zippers, buttons, or other embellishments), black socks (**NO ANKLES SHOWING**), black long sleeve under armor, and black knit gloves, blue color guard jacket (on sidelines).
- ◆ Makeup must be worn (including lipstick) at each performance
- ◆ Hairstyles will be decided by captains and information will be given to the team with prior notice.
- ◆ Full dress uniform must be worn at all times unless given permission by Mrs. Deaton or Mrs. Sanborn.
- ◆ After each performance, all uniforms must be returned and hung up in the designated area.

Equipment:

- ◆ Equipment **must** be treated with care.
- ◆ After each performance, all equipment must be returned nicely to the flag bags and returned to the color guard closet in the band room.

MARCHING BAND COMMUNICATIONS

The NDCL Marching Band is an active group that relies on the dedication of our student musicians and parent volunteers to succeed. In order to better facilitate our endeavors, the NDCL Marching Band Webpage will have up to date information regarding our rehearsal and performance schedule, as well as news, pictures, and links. Please check the website often! The web address is as follows: <http://www.ndcl.org/Band.aspx>.

In addition, we frequently make use of our school e-mail, text messaging services, and Microsoft Teams to get our band students and parents announcements and other information. We also use these systems to coordinate volunteers and indicate schedule changes. If you submitted your e-mail address and cell phone number to the school but **are not** receiving band messages, please contact Mr. Pysell (adam.pysell@ndcl.org.)

BAND FEES AND REQUIRED FORMS

All students pay a fee for Marching Band. This amount covers the following items:

- ◆ Snacks during each day of band camp
- ◆ Dinner for each student before Friday games
- ◆ Snacks during football games and other events such as parades, etc.
- ◆ Select field trips
- ◆ Band booster equipment costs.

This fee **does not** cover shoes

We also require each band student sign and submit a commitment form indicating that he or she has read and understands all of the policies and expectations outlined in this document .

Band fee and commitment forms may be found on the NDCL Website here:

<http://www.ndcl.org/BandForms.aspx>

Each student must submit additional medical information through the NDCL Final Forms website (<https://ndcl.finalforms.com/>.) When filling out your forms, be sure to check off Coed Marching Band & Color Guard as one of your extra-curricular activities.

All fees and signed forms are due by the first day of band camp. Any students missing band fees or any other required paperwork will not be permitted to perform at any marching band functions until everything is turned in.