

## **Lake Orion High School Marching Band/Winter Program Code of Conduct**

**\*\*\*This must be read and signed by both student and parent before the first day of rehearsal for all members in order for the student to participate.\*\*\***

The following is a list of expectations of members of Lake Orion Dragon Marching Band and the Dragon Spirit Marching Band. This document applies to other band sponsored programs including but not limited to winter percussion and winter guard. This list is to be considered a living document and may be amended at any time deemed necessary by Mr. Steele

LOMB members are expected to do the following at all times:

1. Follow all school policies.
2. Be respectful, courteous, friendly and polite to all other members, parents, staff and volunteers.
3. Show a maximum of effort in every repetition, every warm-up, every full run and every performance.
4. Be helpful to all members.
5. Attend all scheduled functions, including all rehearsals and performances.
6. Be on time to all rehearsals and performances (on time means arriving early enough to be ready to start rehearsal on time in the correct location and with the correct equipment).
7. Be a positive example to all others and a positive ambassador of Lake Orion and the LOHS Music Program
8. Clean up after themselves. Leave anywhere that we used cleaner than how we found it.
9. Have a good, positive attitude at all times.
10. Include all members, especially those that you do not know as well, in all activities possible.
11. Any usage or distribution of alcohol or any illegal substance (this will include abuses of prescription drugs), or any inappropriate physical or verbal contact with other students, adults or anyone else during any band event (as determined by the director) will result in the student being immediately sent home (at the parent's expense) and could result in immediate dismissal from the ensemble, at the discretion of the Director and/or High School Administration. This will be viewed as a "one strike" consequence, meaning that the first instance of substance abuse or inappropriate physical/verbal actions could result in the immediate and permanent removal from the program, which would also apply to any winter programs of the LO Bands.

Rehearsal etiquette:

1. Students are expected to arrive early enough to be able to begin rehearsing at the appropriate time. See item 6 above.

2. Students are expected to have all required equipment and apparel for each rehearsal.
  - a. Students must have music, properly filled-out drill book and pencils at all rehearsals.
3. Students are expected to be attentive and focused upon entering the field for rehearsal.
4. All equipment is to be treated with the highest level of respect and care. Any abuse of band equipment, any school facilities is strictly forbidden.
5. All members are expected to try their hardest on every repetition and every performance; the success of the program does not depend on anything as much as it does the effort of the members.
6. There is to be no talking during rehearsal. Exception to this is during water breaks.
7. Drum majors' directions are to be heard and followed the first time.
8. All members are to stand at standby, facing "the box" and listen to all comments.
  - a. Comments are meant to improve the performance and speed up the rehearsal process. Not hearing or listening to or applying the comments will take away from the productiveness of the rehearsal.
9. There is to be no playing on water breaks, unless working with a staff member.
10. Talking is fine on breaks, but not loud yelling or anything that would make hearing directions from "the box," the director(s), drum majors, section leaders, horn sergeants, or staff difficult.
11. Phones or other mobile devices should never be used during rehearsal. At the discretion of the Directors or caption heads, individual's phones may be confiscated until the end of rehearsals/performances if this rule is not followed.
12. If your section is on a break, be quiet while others are still rehearsing and stay out of the way of any sections still rehearsing.
13. Phones should be either left on the sideline, or turned off and left in the pocket of the performer during rehearsal time.
14. There are no "shirtless runs," without first having asked Mr. Steele's permission.
15. GoPro's and helmet cams, etc, can only be used after asking Mr. Steele's permission.
16. Sitting out should be avoided at all costs. Take care of yourself.
  - a. Eat properly
  - b. Hydrate properly before, during and after rehearsals.
  - c. Stretch properly before and after rehearsal to avoid pulled muscles.

17. Students who sit out more than 5 minutes are deemed as not fit to remain at rehearsal and should immediately contact a parent to come and pick them up.
18. Restroom breaks are to be taken at the beginning of a water break and are to be kept to only the amount of time needed. Leaving to go to the restroom at the moment that the band are called back out to the field is not an appropriate use of time. Phones are not to be taken to the restroom.
19. Students may not leave the field without having first received permission of the director.

Rehearsal attendance:

1. All members are expected to attend all rehearsals in their entirety.
  - a. New material is covered at each and every rehearsal. Students missing rehearsal time significantly decreases the effectiveness of the rehearsal and thereby decreases the potential for success for the band throughout the season
2. All Marching Band absences whether planned or not should be forwarded to [absent@lodragonbands.org](mailto:absent@lodragonbands.org). The Directors and caption heads are informed of absences from this mail box. Absences from winter programs must be cleared with the program director.
3. Absence from rehearsal does not excuse a member from the material covered at the missed rehearsal.
  - a. All missed material is expected to be made up/learned before rehearsal or on break time.
    - i. Section leaders are to inform of all missed material and assist in any way in helping students learn missed material.
  - b. Significant absence will result in not being able to perform. The Director always has discretion to determine that a student is not prepared to perform.
  - c. “resting up for performance” is not an acceptable mindset.
4. After school conflicts should be re-scheduled to non-rehearsal days whenever possible.
5. “I have to work” is not an acceptable reason to miss rehearsal at any point of the season.
6. Leaving before the end of rehearsal requires either an email from a parent to Mr. Steele or a discussion between the student and Mr. Steele BEFORE rehearsal. Teachers’ notes will be requested should the student be missing to make up a test or attend a study session. Those with sports conflicts must discuss the schedule with Mr. Steele prior to the start of the season.
7. Should a student need to leave rehearsal early, that student is expected to have discussed the reason with Mr. Steele PRIOR TO that rehearsal. Should an emergency arise during rehearsal that requires a student to leave before the end

of the rehearsal, that student must either find Mr. Steele, or speak with a staff member or a drum major who will then relay the message to Mr. Steele. Telling a section leader is not sufficient.

#### Leadership:

1. A leader is not a boss or supervisor nor someone who gives commands to be followed. Strive to be the person you would want to be your leader . “You are not a leader because you say you are but rather because others say you are”.
2. Student leaders:
  - a. Student leaders are expected to be the very best examples of all aspects of the LOMB Code of Conduct.
  - b. Student leaders are expected to be positive at all times and to help others to be positive at all times.
3. All members:
  - a. Student leaders are to be the first in line to be asked any questions.
    - i. If you have a question, ask your section leader.
    - ii. If the section leader doesn’t know the answer, ask the horn sergeant.
    - iii. If the horn sergeant doesn’t know the answer, ask a drum major.
    - iv. If the drum major doesn’t know the answer, ask a staff member.
    - v. If the staff member doesn’t know the answer, THEN you may ask the director(s).
  - b. Student leaders are to be respected at all times, regardless of which section they are from.
    - i. Talking back to a section leader, horn sergeant or drum major will not be tolerated. Concerns about student leaders should be addressed immediately with Mr. Steele.
  - c. All members are expected to be leaders at all times.
    - i. Be a leader of others by your example, both on and off the field.

#### Uniform protocol:

1. The uniform is to be kept properly stored at all times when not being worn.
2. Uniforms should be cleaned should they become dirty.
  - a. Inform uniform parents immediately when they become dirty.
3. Shako are either worn, carried upright in the left hand (never by the chin strap or by the plume), or placed neatly upright on the ground.
  - a. Never pick up a shako by the plume

- b. Never wiggle the shako side-to-side or back-and-forth with the plume attached.
- 4. Should jackets be removed, they must be folded properly and placed neatly on the appropriate surface.
  - a. If jackets are removed, there must be an appropriate shirt on underneath.
  - b. One person without the appropriate shirt (defined by the Director) on underneath will mean that no jackets are removed.
  - c. It is NEVER appropriate for a student to remove their uniform jacket and to not have on a shirt underneath their uniform.
- 5. Members are to keep track of all uniform parts at all times. Know your uniform part numbers!
- 6. Following performances, all uniforms must be hung up properly and stored properly in the uniform room.
  - a. All students are expected to follow all instructions of the uniform volunteers.
- 7. Should there be any issue with your uniform it is to be reported to the uniform parents immediately.

#### Social Media:

- 1. All members, parents, alumni and staff **MUST** avoid posting performances on social media of any kind. This includes rehearsal segments.
  - a. Our show music is copyrighted material and comes with specific rules, including that performances not be posted on social media or other publicly accessible websites.
- 2. All members, parents, alumni and staff should avoid entering online discussions with any topic regarding placements, scores, other ensembles, judges or our competing organizations.
- 3. No page on any social media site should ever be created with the organization's name, or that shares information about the organization without Mr. Steele being made aware. Mr. Steele must have access to any such site and should be made an administrator as well.
- 4. No student should ever use social media, text messaging or email to "vent." Those who feel the "need" to "vent" should do so to Mr. Steele.
- 5. **Any student who uses any social media, text messages, phone calling or other method to bully, harass, intimidate, insult or express any other negative sentiment toward this program, another student or group of students, staff member, parent or director will NEVER be considered for drum major, horn sergeant or section leader. Any current student in a leadership position who engages in the above activities will be immediately removed from their leadership position. Further, any student who does the above will not be**

**considered for membership in the Wind Ensemble or Symphonic Band for at least the next school year and can be removed if currently involved.**

6. Any student who sees an abuse of social media is expected to contact Mr. Steele immediately and either show a screenshot, texts, posts, etc... Failing to do so can result in being held out of performances and may constitute a violation of this code of conduct (see Respect item 6).
7. Any student falsely accusing another student may be held out of upcoming performances.

Field trip behavior:

1. All students are required to follow all bus driver rules at all times.
  - a. Nothing should ever be thrown or stuck out of the window of a bus.
  - b. Boys and girls (or couples of any gender) may not share seats on bus trips.
  - c. There is never to be any aggressive, abusive, or otherwise inappropriate language used on the bus.
  - d. There is never to be any aggressive or otherwise inappropriate physical contact on the bus.
  - e. Bus must be completely cleaned up after every trip.
    - i. Don't throw anything on the ground.
    - ii. Pick up anything that you've dropped.
1. Pick up anything that another band member may have dropped.
2. Students should always travel in an organized fashion; single file, in 2's, etc...
3. Students should always be polite to all others.
4. Students should always be relatively quiet (except for performances, of course) in public settings, avoid yelling when others are around).
5. In hotels, students must follow all printed policies of the hotel.
  - a. No running.
  - b. No going into or out of windows.
  - c. No throwing anything out of the windows.
  - d. Understand that we will never own the facility, and that there are other guests, who deserve to be able to not be blocked in hallways, use the elevators, use tables and all other facilities.
6. We should always leave a place cleaner than we found it.
7. Any usage of alcohol or any illegal substance, or any inappropriate physical or verbal contact with other students, adults or other guests (as determined by the director) while on any field trip will result in the student being immediately sent home (at the parent's expense) and could result in immediate dismissal from the

ensemble, at the discretion of the Director and/or High School Administration. This will be viewed as a “one strike” consequence.

Performance site behavior:

1. Listen to Mr. Steele and staff at all times.
2. Follow all directions the first time given.
3. Stay in 2's at all times when traveling from one location to another.
4. Always move as a unit, either in a full band unit or in section units.
5. Be respectful of all other units at all times.
  - a. Negative comments toward other units will not be tolerated.
  - b. Negative comments toward us will be ignored and those issuing the comments will not be engaged in discussion in any way.
  - c. Only positive and appropriate comments toward other units will be acceptable. If you aren't sure what is either positive or appropriate, then it is better to say nothing.
6. Behave in a professional manner at all times.
  - a. If any member of any ensemble is acting more mature than you, it is your task to outdo them in this area immediately.
7. Stay quiet during other performances.
8. Be in uniform or follow uniform protocol.
  - a. Follow directions of what should be worn.
  - b. Have proper shirt on underneath uniform.
  - c. Keep track of uniform parts at all times.
9. No visible celebration during awards ceremonies.
  - a. This also includes no verbal show of disappointment with any score or placement.

LOHS facility requirements:

1. We are never to be in any location not designated okay for our use. If you're not sure, you must check with Mr. Steele.
  - a. Stay out of locker pods and all hallways other than the band hallway.
  - b. Restrooms must be left without major spills, without paper towels toilet paper on the floor or on the sinks.

- c. When eating, all spills should be cleaned up and all refuse put in a proper receptacle.
2. All facilities must be left spotless after we have departed.
  - a. After games, hallway, green room, band room are clean and orderly.
  - b. Auditorium is free of instruments, stands, music or any other items left behind.
3. Facilities should look orderly when we leave the building for a rehearsal, competition or game.
  - a. Nothing should be left in the hallways (especially during school hours).
  - b. Clothing should be put inside of your garment bag so that it's all in the same place when you return to change out of your uniform.
  - c. All food must be thrown into a proper receptacle before we leave the building.

#### Instrument requirements:

1. All instruments and equipment are only to be used by the person assigned to use them.
  - a. If you witness any member using any equipment that they are not supposed to use, you will report this behavior to Mr. Steele immediately.
2. Brass instruments are to be kept clean, oiled and greased at all times.
  - a. Brass washing should be done weekly.
    - i. Give brass instruments a bath, properly oil all valves and grease all slides.
3. Woodwind instruments are to be kept dry, swabbed after each and every use, with corks appropriately greased.
  - a. Multiple good reeds must accompany all reed players at all times.
4. Percussion equipment is only for the use of percussionists assigned to use that specific instrument.
5. Battery equipment is to be put away properly at the end of each use.
  - a. This includes drum, harness, stand and sticks/mallets.
6. Mallet instruments, keyboards and all other appropriate percussion equipment is to be covered whenever not in use.
7. No instrument or equipment shall be used in a manner other than its intended purpose for the band program. This includes riding wheeled items, using mallets on other items/surfaces, etc.
8. Respect the instruments and equipment by placing and moving them in the safest and most careful way possible (Wheels on pavement and avoiding large cracks/holes, avoid setting items in puddles, etc.)



9. Damage to any school-owned instrument is to be reported to Mr. Steele immediately.

Respect:

1. All members are to be given respect, but also expected to respect all other members, staff, parent volunteers and directors, regardless of the apparent difficulty of the situation.
2. At all times, members should behave and conduct themselves in a manner that demands respect from their peers, the staff and the directors. Hard work, respect for the process, respect for one another, respect for the staff and respect for the organization will demand respect from others.
3. "Talking behind someone's back" is not to be tolerated. If you ever feel the need to do so, either refrain and keep that comment to yourself, or better yet, come up with a better attitude. We are all in this together.
4. Any member who uses any social media, text messages, phone calling or other method to bully, harass, intimidate, insult or express any other negative sentiment toward this program, another student or group of students, staff member, parent or director can be held out of upcoming performances. Further, that member will NEVER be considered for drum major, horn sergeant or section leader. Any current student in a leadership position who engages in the above activities will be immediately removed from their leadership position. Further, any student who does the above will not be considered for membership in the Wind Ensemble or Symphonic Band for at least the next school year and can be removed if currently involved.
5. Any member who witnesses any harassing, discourteous, rude, bullying, or demeaning behavior toward any member of the organization (students, parents, staff) who does not immediately tell the director in full detail what they witnessed (providing screenshots, text messages, emails, links, etc...) will be considered just as guilty as those who made the offending comments.
6. Falsely accusing any other member of any of the above behaviors will be considered just as serious of an offense as actually committing any of the above behaviors.
7. Any member feeling like they are not being respected must immediately speak with the director to find a solution.
  - a. As respect is a two-way street, students need to understand that their actions will have consequences on other students and disrespectful comments and actions tend to spawn the same from those who felt disrespected in the first place.
  - b. Disrespect is never acceptable, but if it should happen, you are expected to be the bigger person and not return a negative sentiment, comment or action; there is a more mature way to resolve all issues.
  - c. If you have a concern regarding respect from or toward yourself or other members, you should set up a time to meet with Mr. Steele as soon as possible - do not wait as matters may grow worse.

### Consequences for infractions:

It should be expected that any difference between student behavior and the above expectations will be addressed. Should the behavior not immediately and permanently improve, students will be held out of performances and competitions at the discretion of the director.

1. Physical aggression/contact - Any inappropriate physical contact or physical aggression in general will not be tolerated. Students will be subject to immediate removal from performances up to immediate removal from the program.
2. Threats - Verbal threats, threats made over social media of any sort (text messages included) or written in any way will be taken very seriously and will be investigate in both a school policy manner and legal manner, when appropriate. Any such threats will result in immediate removal from performances and could result in immediate removal from the program.
3. Alcohol/drug usage - any alcohol or illegal drug usage (including abuse of prescription drugs) while at a band function (rehearsal, band party, band camp, competition trip, sectional, concert) will result in immediate and permanent dismissal from all co-curricular and extra curricular LO Band Programs. Legal actions will be pursued should drugs or alcohol be distributed.
4. Abuse of instruments/equipment - any abuse, mistreatment, or misuse of school-owned or Lake Orion Band Booster-owned instruments will not be tolerated. Abuse of any such equipment will result in removal from performances and could lead to removal from the program. Student will be held financially responsible for any equipment damaged, stolen, or destroyed.
5. Leaving rehearsal - no student may leave the rehearsal field without notifying the director and getting the director's explicit approval. Leaving without permission will result in removal from performances. Should the behavior not be immediately corrected, the student may be removed from the program.
6. Excessive sitting out/not having required materials - Sitting out or not having required materials for rehearsals more than approximately 10% of rehearsals leading up to any performance can result in the student being held out of the following performance at the discretion of the director. Should this happen for multiple weeks, the director may choose to replace the marcher.
7. Misuse of social media - misuse of social media, including but not limited to negative posts bout the program, negative posts about another member or section in the program, or any other use of social media deemed inappropriate by the director will result in students being removed from performances and, based on severity and discretion of the director, can result in the immediate and possibly permanent removal from the program.
8. Removal from the program - should a student be removed from the program, either winter or fall, they will not be able to participate further in any of the extra-curricular programs unless permission is given by the director.