



WESTWOOD WARRIOR BAND HANDBOOK 2023-2024

Westwood High School

Round Rock Independent School District

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July 20, 2023

Dear Warrior Band Families,

Welcome to another fantastic year in the Westwood Warrior Band Family! The contents of this handbook are meant to serve as a guideline for the success of our band program and all of our activities throughout the year. By taking the time to read and review this handbook, you are showing support for your student, for the band program, and all Fine Arts at Westwood High School.

There are several ways that you can provide support and encouragement for your child including attending performances, encouraging home practice, and providing private lessons. When you insist upon consistent time management and following through on responsibilities, you not only help your child grow by teaching important life lessons, you also help to strengthen the fiber of the Westwood Band Family! We also encourage you to read the section in this publication on "How Parents Can Help" on page 9.

Perhaps the most immediate way in which you can support your student's efforts is to become involved in WABB – The Westwood Area Band Boosters. Our students benefit daily from the direct financial support provided by this valuable organization. We are asking every family to become paid members of the Westwood Area Band Booster Club, as well as volunteer for crucial Westwood Band functions throughout the year.

It is no secret that the success of our band program is due in large part to the tremendous support of parents. Your signature on the Parent/Student Agreement Form is our verification that you are thoroughly familiar with the contents of this handbook and that you have no questions or concerns thereof. You are also encouraged to log onto www.westwoodband.org and check out "Parent Guide" under the Resources page tab.

Thank you again for your support and encouragement of music and the arts in your family. From all of our staff, we are incredibly grateful for the opportunity to create music and lasting memories with your students each and every day!

Sincerely,

Your Westwood Warrior Band Staff
Pride, Passion, Family

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Westwood Alma Mater

(School Song)

*On the edge of the west horizon,
And reared against the sky,
Is the home of the Westwood Warriors,
Protected by our pride.
Onward, Upward, ever forward
To the end we'll ever fight;
With our hearts, hands and minds
Pledged to Westwood High, our light;
For the home of the Westwood Warriors
Will ever shine so bright;
Hail to our Alma Mater,
All Hail to Orange and White.*

Warrior Band Mission Statement



The Purpose of this Handbook

This handbook is designed to help you understand the policies, complexities, and concepts of a very large and proud body made up of the finest students in our school. Our goal as a staff is to outline the processes that are important in keeping band as an enjoyable and efficient organization. If utilized properly, the concepts of responsibility, teamwork, and good citizenship will develop.

The policies and procedures outlined herein are offered to ensure that all aspects of the band program run smoothly, and to ensure that each student has a safe and successful experience. ***Please do not ask for exceptions to rules.*** At times, unforeseen circumstances may warrant the modification of a policy. When these situations occur, modifications may be made on a case by case basis at the discretion of the directors with input from the school administration.

If you need information that does not appear here, please ask the directors or one of the “veteran” band parents or Band Booster officers. We will try to assist you in whatever manner possible. We have a wonderful website (www.westwoodband.org) which contains great resources for our band families.

Goals of the Westwood Warrior Band Program

- To provide every member of the band a sense of “Band Family.” This concept is defined by a sense of commitment to your peers and team members, and knowing that band provides both a physical and emotional “safe space” for all of its members each and every day.
- To provide each student with a comprehensive instrumental music education by teaching the skills and attitudes necessary to develop as a young musician while achieving a high level of artistry. As a result, our students become exceptional young adults with abilities and skills that are applied to many worthwhile pursuits beyond the study of music.
- To benefit the school and community through the public performance of quality music, while promoting and enhancing the dignity and reputation of Westwood High School.
- To foster the development of essential character qualities in which we believe. These include: a strong work ethic, a respect for the team and its leaders, and promoting a sense of character and personal integrity. In addition, we wish to promote individual responsibility for one’s actions, as well as respect for the time, talents, abilities, and accomplishments of others.

Time Commitment and Management

Membership in the band program requires a major commitment from students and their families. Successful band programs require countless hours of work from each student. It is important for students to understand the necessity of time management. Methods of Communication:

- Band Google Calendar on your device (live updating)
- Emails via "Charms"
- Weekly Band Notes
- Text Messages via Band App
- www.westwoodband.org

Students should take great care when becoming involved in multiple organizations and activities. It is wrong to expect any program to lower its standards because you have over-committed yourself. Making wise choices based on your time, talents, and interests is a vital part of becoming an adult. Budget your time wisely!

Logging into "Charms"

Go to www.charmsoffice.com. On the first screen there is a login field for students and parents, type in "westwoodhsband". On the next screen, in the "password" field, type in your student's ID number. Once in the charms system you will see several "tabs".

The most important thing to ensure is that your contact information is updated and correct on this database. This will allow us to send you communication on a regular basis. Be sure to include an email address that you check regularly, as well as your Cell Phone number/carrier information. This will allow us to send text updates as we travel as an organization.

Band App - Full Group Communication

We will be shifting from Remind to the [Band App](#). It is a free service with an app compatible with Android and Apple devices. Each group is called a "band" in the app. Please download the app and click the appropriate link below to join the appropriate band. We have elected to have a group for parents only and for students only so that we can send out fun polls, social information for students and not overwhelm our band parents. This app also has a chat feature that is a great communication tool to use if you need us in an emergency, while we're traveling as a band, or during business hours gam to 5pm. Please know that we will be focused on keeping your students safe and having a great band experience so it may take time for us to respond - especially as we continue to get more comfortable with the app.

- **Band Parents Only** - [CLICK TO JOIN](#) "Westwood Band Parents"
- **Band Students Only** - [CLICK TO JOIN](#) "Westwood Warrior Band Students 23-24"

*Please note you will have to be approved to join the "band" fully on the app, and we will work to verify your enrollments as quickly as possible.

Practice Expectations

Daily practice is essential for student success in band. No matter how positive the student's attitude is, how much enthusiasm the student exhibits, or how much the student is involved in the social life and leadership of the band program, ***the success of the band program is dependent upon INDIVIDUAL PRACTICE!*** All Westwood Band Members should spend a minimum of thirty minutes each day in individual practice. Frequent shorter practice sessions are far better than a few extended sessions! **Practice to accomplish specific goals**, not to simply watch the clock.

Private Lesson Program

It is the goal of the Round Rock ISD Fine Arts Department to provide the very best learning experiences for each band student. One of these learning experiences is the opportunity for a student to study privately with a professional instrument specialist. The **Individualized Music Instruction Program (IMIP)** operates as follows:

1. Private Teachers are selected by the Fine Arts staff and approved by the RRISD administration.
2. Private lessons are optional, but **all members are strongly encouraged to participate in lessons as this is one of the fastest ways to improve your skill set!**
3. Students electing to study privately are taught once per week during their band period, before/after school, or evenings, depending on the availability of instructors. Those students who are taking only one band class should make every effort to schedule lessons outside of band class.
4. The cost of the lesson is determined each year by the RRISD Fine Arts Directors, with input from the faculty. Students are encouraged to pay one month in advance for lessons.
5. If a student is absent from school or in school but cannot attend the lesson, prior notification must be given in order for fees to be adjusted or a makeup lesson to be scheduled. If the student is present at school and misses a lesson without advance notification, the student will be charged for that lesson.
6. Students will be excused from lessons for band trips, concerts, etc., if the teacher is notified in advance. These lessons should be made up if at all possible.
7. Financial aid is available for families who express a need for such aid. Applications for financial aid will be distributed to the students at the beginning of each school year, along with lesson enrollment forms.
8. **PARENTS PLEASE NOTE:** Private lessons are for the purpose of individual

enrichment...NOT to help us teach the band music! Instead, the focus is on specialized guidance to help the student enjoy a greater mastery of his/her instrument, thus maximizing the entire musical experience and enhancing a lifetime skill.

How Can Parents Help?

Regardless of your musical background, your support and encouragement as parents will have a tremendous impact on your student's progress in band and their overall development. To assist in this musical growth:

- **Support** the goals, policies, and procedures of the directors and school administration. Your band student succeeds when the program succeeds!
- **Encourage** practicing at home or at school on a daily basis. **Provide** a regular time and place where your band student can practice every day, with a music stand, proper lighting, and an appropriate chair if needed. **Ask** your band student to play for you. **Encourage** performance!
- **Provide** the means for your band student to take private lessons from a professional, and **strongly encourage this activity!** This is truly one of the best investments in your student's musical skill and development. The RRISD private lesson program (IMIP) provides this opportunity.
- **Teach** your student to be punctual by encouraging them to be on time, and **emphasize** the importance of this in everyday life!
- Enthusiastically **attend** all band functions to show your support. **Get involved** and be a chaperone for football games and competitions!
- **Join and be active** in the Westwood Area Band Boosters!

Westwood Area Band Boosters (WABB)

The Westwood Band Cluster benefits from the support of a very active booster club, consisting of parents and friends of the band program. It is designed to enrich our programs by providing moral, physical, and financial support for all of our bands at Westwood, Grisham, and Canyon Vista. Here are a few ways to be active:

- Become a member during the Band Registration process and attend General Meetings when they are held.
- Serve on committees and voice opinions or consider joining our Executive Board.
- Volunteer to work concessions, serve as chaperones, participate in fundraising activities, etc.
- Interact and communicate with other band parents through social functions set up by WABB throughout the year.
- Join in the fun and be involved in your student's band experience!

The booster club is an integral part of our entire band program. We hope that you will join and become involved in our WABB Family!

Performing Ensembles

Marching Band

1. The Marching Band is the largest organization on campus. It performs at:
 - Varsity football games
 - Multiple contests
 - Annual RRISD Festival of Bands
 - Parades
 - Segments of the band may also perform at selected athletic events
2. The marching band is open to any student who has completed the band audition process each spring. All students are required to participate in marching band unless an exception is approved by the directors. Possible exceptions:
 - Athletics conflicts
 - Double reed players
 - Medical concerns
3. Students will complete a marching audition that will determine placement into either our Varsity or Junior Varsity. All students regardless of status will learn and participate in drill performed at football games throughout the season.
4. All academically eligible students will march every football game. As the season progresses into competitions, only Varsity marchers will perform on contest days. All Junior Varsity members will have the opportunity to fill performance roles in the show that are vital to the band's success as well, and always travel to all contests.

Rehearsal Schedule

- Summer band rehearsals normally begin in mid to late July.
- Rehearsals are normally held after school three times per week and on one morning before school, not to exceed eight hours per week per UIL rules. These outside of school rehearsals are in addition to the designated band period during the school day. Parents and students are responsible for maintaining all rehearsals and performances via the Band Calendar, viewable on our website.

Summer Band Camp

- Band camp is typically held during late July & early August and **is a required event for all Westwood band members**. A band camp fee will be included in band registration to help cover the cost of instructional staff and materials.

Percussion Students

- Students in the percussion section will complete an audition for placement on either drumline or front ensemble in the Spring semester prior to start of the upcoming season.
- Placement in these ensembles are determined by director(s) and are made in the best interest of the organization.
- Students may audition on more than one instrument for consideration.
- A detailed audition rubric will be shared prior to the audition process starting, including skills that are desired for placement on each instrument, as well as point distributions.
- A student's academic eligibility history will be considered in regard to placement on instruments, with the best interests of both student and ensemble success kept in mind.

Color Guard Students

- Students desiring membership in the Color Guard section will complete an audition for placement in the Spring semester prior to start of the upcoming season.
- Placement in the Color Guard is determined by director(s) and are made in the best interest of the organization.
- A detailed audition rubric will be shared prior the audition process starting, including skills that are desired for placement in the Color Guard, as well as point distributions.
- A student's academic eligibility history will be considered in regard to placement in the Color Guard, with the best interests of both student and ensemble success kept in mind.

Concert Ensembles

- **All students in the band program are expected to take two band classes at all times. This is absolutely paramount to our success as a band program.**
- Students in Wind Ensemble and Wind Symphony may only "single block" in the case of an unresolvable academic conflict (IB or graduation requirement) or a director-approved athletic conflict.
- Students in Symphonic and Concert Band may only "single block" in the case of a director-approved conflict.

Wind Ensemble

1. The Wind Ensemble is composed of the most musically and technically advanced students in the band department. Membership is determined each academic year by live audition for a director.
2. The Wind Ensemble performs at least 3 concerts & UIL Concert and Sightreading Evaluation. Additional performances may include one or more festivals and occasional guest appearances. The Wind Ensemble regularly records performances for application for various honor competitions, the most notable being the Texas Music Education Association Honor Band competition.
3. Members are required to participate and follow through on all commitments related to the TMEA All-State Band audition process (including auditions at Region/Area levels, Region performances, and attendance at All-State if earned). Wind Ensemble Student also participate in the Westwood Solo Contest. They are also **STRONGLY ENCOURAGED** to participate in the private lessons program!

4. Once membership into the Wind Ensemble has been achieved, each member's musical ability should continue to be developed by participation in the activities outlined above. Band placement is determined by individual audition each year, regardless of class status or previous band assignment.
5. Students in Wind Ensemble are automatically members of the Westwood High School Symphony Orchestra, a state and national award-winning ensemble! This group rehearses after school on Tuesdays from 4:30-6:00 pm after marching season concludes, and attendance is required. Additionally, membership in the Wind Ensemble includes a weekly sectional rehearsal before school in the spring semester and one outside of school full ensemble rehearsal (Monday afternoons from 4:30-6:00 pm).

Wind Symphony

1. The Wind Symphony is comprised of students with superior musical and technical skills. Membership is determined each academic year by live audition for a director.
2. Performances include at least 4 concerts & UIL Concert and Sightreading Evaluation. In addition, the Wind Symphony may perform at one or more festivals.
3. Members are required to participate and follow through on all commitments related to the TMEA All-State Band audition process (including auditions at Region/Area levels, Region performances, and attendance at All-State if earned). Wind Ensemble Student also participate in the Westwood Solo Contest. They are also **STRONGLY ENCOURAGED** to participate in the private lessons program!
4. Once membership into the Wind Symphony has been achieved, each member's musical ability should continue to be developed by participation in the activities outlined above. Band placement is determined by individual audition each year, regardless of class status or previous band assignment.
5. Students in Wind Symphony are automatically members of the Westwood High School Philharmonic Orchestra. This group rehearses after school on Wednesdays from 4:30-6:00 pm after marching season concludes, and attendance is required. Additionally, membership in the Wind Symphony requires one weekly sectional rehearsal before school in the spring semester.

Symphonic Band

1. The Symphonic Band is comprised of students with above average musical ability who are still developing the necessary skill sets required to move into Wind Symphony and Wind Ensemble. Membership is determined each academic year by live audition for a director.
2. Performances include at least four concerts and UIL Concert and Sightreading Evaluation. In addition, the Symphonic Band may perform at one or more festivals.
3. Members of the Symphonic Band are strongly encouraged to participate in TMEA All-State Band audition process. They are required to participate in the Westwood Solo Contest. They are also **STRONGLY ENCOURAGED** to participate in the private lessons program!

4. Once membership into the Symphonic Band has been achieved, each member's musical ability should continue to be developed by participation in the activities outlined above. Band placement is determined by individual audition each year, regardless of class status or previous band assignment.
5. Students in Symphonic Band are automatically members of the Westwood High School Concert Orchestra. This group rehearses after school on Thursdays from 4:30-6:00 pm after marching season concludes, and attendance is required. Additionally, membership in the Symphonic Band requires one weekly sectional rehearsal before school in the spring semester.

Concert Band

1. Concert Band is composed of students who are still developing the necessary skill sets required to move into the higher level ensembles. Students in the Concert Band will receive a larger amount of one-on-one and individual section instruction from multiple directors. Membership is determined each academic year by live audition for a director.
2. Performances include at least four concerts and UIL Concert and Sightreading Evaluation. In addition, the Concert Band may perform at one or more festivals.
3. Members of the Concert Band are encouraged and supported to participate in TMEA All-State Band audition process if they feel prepared. All members of Concert Band are required to participate in the Westwood Solo Contest. They are also **STRONGLY ENCOURAGED** to participate in the private lessons program!

Attendance Policies

As a member of the Warrior Band you have an obligation to your fellow band members to be at all rehearsals on time, to be prepared, and to have all necessary equipment and materials.

1. All band students must abide by the Westwood High School attendance policies.
2. Attendance is required at all rehearsals, sectionals, and performances.
3. Absences and tardiness will be excused in the following cases IF the student has notified the directors via email at least 48 hours in advance:
 - Medical emergency or personal injury
 - Death in the family
 - Religious holiday
 - Documented conflict with another school activity
4. Examples of UNEXCUSED absences and tardiness include, but are not limited to:
 - Work
 - Oversleeping
 - Tutorials or other school activities that have not been previously cleared with directors.
 - Transportation not arranged
 - Family Vacations
 - Doctor/Dentist Appointments
 - Anything deemed unexcused by WHS administration

Absence from Rehearsals

- Simply stated, all students must be present for all rehearsals. When one student is missing, all of the other students around him/her are negatively impacted by their absence. While we understand emergencies arise, it is the student's and parent's responsibility to check for all conflicts with schedules ahead of time to avoid missed rehearsals.

Assigned Directors for Attendance Issues/Questions:

- Woodwinds: Mr. Winters
- Brass: Mrs. Dacy
- Percussion: Mr. Sheeran
- Color Guard: Mr. Josey

Weekly Rehearsal Grades

- Weekly rehearsal grades will be given, with each rehearsal counting 25 points (equaling 100).
- Missed rehearsals will count as a "Zero," and tardies will lower the grade ten points.
- Tardies greater than ten minutes late will count as an absence.

Competition Days

- A grade will be given for each competition day totalling 100 points.
- An unexcused absence on a competition day will count as a "Zero," and a tardy will lower the grade 25 points.

Excused Absences

- Two excused absences in one week will result in the student not marching during half-time. These excused absences will include all rehearsals.
- The directors will decide what is excused and what is not. Excused absences must be documented with the correct director.

Unexcused Absences

- 1st Offense: The student will not travel to the football game the week of the absence. If the student holds a Varsity marching spot, a "shadow" (alternate marcher) will be assigned with potential for permanent replacement.
- 2nd Offense: The student will not travel to the football game the week of the absence. If the student holds a Varsity marching spot, they will lose that spot for the remainder of the season. A parent/student conference will also be held.
- 3rd Offense: The student will not travel to any games or competitions for the remainder of the marching season. Membership in the Westwood Band program could be revoked.

Tardies

- If you are not in the warmup block or assigned location at the start of rehearsal, you are tardy.
- One unexcused tardy will result in up to four late laps being assigned based on arrival time and completed at the end of the same rehearsal
- Two unexcused tardies results in the student not being permitted to travel with the band for the football game and/or competition that weekend if applicable

Absence from a Performance

- This is rarely ever an issue with the WHS Band. If this ever becomes an issue, the directors will decide on the correct solution.
- We want to teach our students the importance of fulfilling obligations. Simply put, we cannot pick and choose performances we want to attend. Being a member of the WHS Band requires within the individual a sense of responsibility and commitment to the organization and all of its members. Varsity Members of the marching band will sign a contract stating that they will be present for all rehearsals and performances for the marching season.
- Playoff Games are considered to be a performance. Students will be excused for reasons deemed necessary by the directors.

Warrior Band Expectations and Rehearsal Process

To ensure your success as a Warrior Band member, simply follow our Expectations for Excellence. These can be seen on clear display in the Band Hall above the main entrance.

1. Be prepared.
2. No talking during rehearsals.
3. Be punctual.
4. Respect all band members.
5. Excellence is the expectation!

By following this process, you'll be in line with the values and goals of the Westwood Warrior Band Program. As a member of the marching band, students are expected to adhere to these guidelines to allow for fast-paced, quiet, and efficient rehearsals. Any variance to "the process" may result in a director conference, change in Varsity/Junior Varsity status, removal from rehearsal, or football game/performance attendance.

Student Conduct Expectations

1. **The use of drugs, tobacco, or alcohol is strictly forbidden. Violations will be subject to the RRISD Extracurricular Code of Conduct and RRISD Student Handbook rules/policies.**
2. Food, gum, or beverages other than water are never permitted during rehearsal or performance (indoors or outdoors), except during water breaks or at times designated by the directors.
3. Loud and inappropriate behavior, including use of profane language, when in public that is not in the best interest of the band's positive image and reputation will not be tolerated.
4. Band members serve as positive ambassadors for the school and RRISD. Polite and courteous behavior is a credit to the band organization, to the school, and to the parents. "Please" and "Thank You" should always be used in abundance by every band member!
5. PDA (Public Display of Affection) is never appropriate in the band hall, practice rooms, school buses, or at any band function.
6. Proper attire and clothing are required at all times. All Westwood Band students are expected to adhere to the Westwood High School Dress Code policy.

7. All Westwood Band students are held to the same standards and rules that govern Westwood High School via the Westwood High School Code of Conduct and the RRISD Student-Parent Handbook: <https://westwood.roundrockisd.org/students/code-of-conduct/>
8. All Westwood Band students will adhere to the RRISD Extracurricular Code of Conduct. This document can be viewed at the end of the Warrior Band Handbook, and also online: <https://drive.google.com/drive/folders/oByDbfMafTyNdO3VnMzJpRTYxXoE>
9. Any issues of conduct, attitude, responsibility, or unexcused absences or tardiness will prompt the following disciplinary sequence:
 1. Conference with student
 2. Conference with parents and/or Alpha Principal
 3. Loss of performance status/Probationary Contract
 4. Removal from band program
 5. Other consequences dictated by the RRISD Student Code of Conduct (as designated by administration and directors)

Grading Procedures

<u>Assessment (25%)</u>	Playing test, video/audio recordings, chair tests
<u>Daily (25%)</u>	Rehearsal etiquette, preparation of individual parts, ensemble rehearsal participation
<u>Preparation (20%)</u>	Having all rehearsal materials, marking music as directed
<u>Performance (30%)</u>	Sectional attendance, Performance opportunities, Concerts

Assessment Grades

- Some assignments will be completion grades, while others will be graded via assessment rubrics and performance standards.

Daily Grades

- All band students are expected to be in their seats or their assigned locations at the start of rehearsal. This does not mean walking into the band hall when the bells rings!
- Rehearsal etiquette will also be taken into account when assigning these grades. This includes active participation in rehearsal, as well as paying attention when working together as an ensemble to meet our goals.

Preparation Grades

- Students are expected to care for their instrument, equipment, music, music folders, flip folders, reeds, stick bags, mutes, storage areas and uniform.

Performance Grades

- Concerts and performances are required events and will be graded as essential components of the Instrumental Music Curriculum.
- Sectionals and performances are graded activities that adhere to the Attendance Policies listed earlier in the handbook.

Band Hall and Fine Arts Facilities Expectations

1. **NO FOOD, DRINK, OR GUM** is allowed in the band facilities except when designated by the directors.
2. Practice rooms are for practicing, recording assignments, pass-offs, or private lessons **ONLY**.
3. Students should not enter the band offices without permission. Please knock and wait for a response. If you see that the directors are in a meeting, please don't knock.
4. Each student is assigned a personal locker with your own combination lock. Keep it **neat, clean, and locked** at all times. You are financially responsible for keeping up with your locks. Memorize the combination, or find it on your Charms account. Remember that use of these lockers is a privilege and may be revoked at any time at director discretion.
5. Large instrument cases must be kept out of the way of traffic at all times. They must be placed in your locker during rehearsals and kept off of the tile.
6. The band department assumes no responsibility for personal items stored in the band hall. Our custodians are instructed to discard ANY items left on the floor!
7. Students should have their names on the outside of their instrument cases in a recognizable place. Be sure that your serial number, make, and model are written down at home (and hopefully memorized)!
8. The band offices, library, uniform room, and upstairs storage areas are off limits to all band members except quartermasters, loading crue, uniform staff, librarians, or officers, and then only to conduct band business. **Percussionists only in Percussion Studio!**
9. No student is to use sound equipment, computers, copy machine, etc. without permission.
10. Any damage of school property must be repaired, the item replaced, or a reimbursement made. The school will withhold grades and/or place a hold on transcripts until the amount is paid. An annual fee is assessed by RRISD for the use of school-owned instruments.

Band Uniform Expectations

The Band uniform is something that should be worn with pride at all times. Consider it your own personal "Super Suit!" Participation in the program, and the use of the uniform that comes with it, is a privilege. The uniforms are in good condition, and they must be kept that way for several more years.

Uniform Assignment

- Uniforms will normally be issued in late July or early August. **Any uniform part that is lost or damaged is the student's responsibility to financially replace.**

- Each band members will be issued:
 - Marching Jacket
 - Marching Pants (bibbers)
 - Gauntlets
 - Shako (plumes issued at performances)
 - Tux Coat and Tux Pants (Guys) or Concert Dress (Girls)
 - Bow Tie (Guys only)
- **It is the responsibility of each band member to provide the following:**
 - Marching shoes (purchase via Band Registration)
 - Black socks
 - Black shorts for "Summer Uniform" (school appropriate length)
 - Compression Shorts to wear under the uniform (individual purchase)
 - Black gloves (purchase via Band Registration)
 - Black dress shoes (guys) or appropriate black dress shoes (ladies)
 - White tux shirt with wing tip collar and vertical pleats (for guys)

Alterations

- Alterations are not permitted without approval. Any instance where an alteration is deemed necessary **MUST BE APPROVED** by either a director or Uniform Parent.

Uniform Decorum

- There will be no variations from the proper wearing of the uniform unless designated by the directors.
- Long hair should be worn up in either a bun or with a headband. No hair may extend past the bottom of the shako.
- No jewelry is to be worn in uniform. If you have earrings, they should only be studs.
- Do not wear long pants or jeans **UNDER** your uniform or concert dresses! Bow ties **MUST** be worn with tuxedos at all times.

Maintenance

- Marching uniforms are stored at school, and sent to cleaners via the fee assessed and paid during band registration. Concert uniforms will be stored at home. You are responsible for keeping these safe until returned at the end of the year.
- The uniform **MUST** be carefully hung on the assigned hanger immediately after each performance. A uniform crew member will normally be stationed at each hanging rack after performances to monitor this process.
- If you lose, damage, or have any problem with your uniform, see a Uniform Parent or Crew member as soon as possible.
- Uniform parts not properly hung or left in the band hall, restrooms, etc. after performances will be confiscated. **These may not be returned to you until AFTER the next performance.**

Student Leadership

The Westwood Warrior Band prides itself on excellent student leadership. This leadership is divided into the following categories:

- **Band Officers** include President, Vice-President, Secretary, Historians, Class Representatives, Drum Majors, Color Guard and Percussion Representatives
- **Student Leadership Team** consists of Drum Majors and Section Leaders/Captains
- **Student Crews** consist of Librarians, Loading Crue, & Uniform Crew.

Eligibility Requirements for Student Leadership:

- Drum Major and Section Leader/Captains must meet the following eligibility requirements:
 - Candidates must be academically eligible at the time of audition.
 - Candidates must maintain eligibility throughout the course of service.
 - Prior eligibility concerns will be taken into account in the selection process.

Please see the Band Student Leadership Handbook for additional rules/guidelines/procedures.

Game Day Procedures

Arrival at School/Release from School

- Arrive before "Call" time. (Pre-game meals are required for all band members)
- Quickly get into uniform, keeping up with the hanger, garment bag, shako, etc.

Arrival at Game Site

- Listen attentively for instructions from directors, leader, or chaperone parents upon arrival.
- Exit buses when told and go to "Standby" in stadium seating block or warm-up arc as instructed by a director or Drum Major.

Pre-game Entry

- When filing into the stands, move quickly to your assigned seat and cover down. Remember you are being watched by everyone in the stadium as you enter!
- Remain attentive and ready to begin warmup immediately after entering the stands.

During Game

- NO FOOD, DRINK, OR GUM is allowed while in uniform. Please do not ask for or accept offers of food or drink from parents or friends.
- CELL PHONES should remain in Shako Boxes while in the stands.
- Do not play your instrument unless instructed by directors or drum majors.
- HOLD your instrument AT ALL TIMES!
- During third quarter, you may go (as directed) in groups of two (2) to the restroom after checking out with a drum major but do not go anywhere else! Wear your uniform properly (shako and gloves not required during this time) and return immediately to your section.
- There will be no variations from the proper wearing of the uniform at ANY TIME unless instructed by the directors.
- Visitors are not allowed in the stands at any time unless approved by a director.

Bus Travel Expectations

Most of our band transportation is on school buses or chartered coaches. When buses are provided, all performers will ride the bus both going to and coming from the event. Exceptions to this rule require written personal requests by the parents **at least 24 hours** prior to the event. Even then, the final decision is left to the director and/or principal. The directors **must see** the student and parent together in order for the student to leave in a private vehicle.

For football games, students will be assigned to a specific bus prior to departure. **Riding on a bus other than the one to which you are assigned is not permitted.** Students are expected to be cooperative and respectful to the driver, chaperones, and student leaders in charge.

Bus Guidelines:

- Round Rock ISD prohibits loud talking, profane or abusive language, standing in the aisles, or sitting on the backs of seats while on buses. Hands, feet, arms, legs, and head must remain inside the bus, even when parked.
- No food or drink is allowed on buses unless approved by the directors or drivers.
- Public displays of affection are not permitted on the bus, and are against the student conduct rules of the Westwood Warrior Band.
- Students may listen to personal devices/phones via earbuds or headphones on bus trips. Students are not allowed to play music through speakers on bus rides for driver safety/focus reasons.
- Instruments and other equipment will be carried on the bus and/or band trucks or trailer. The Loading Crue (under the direction of the Quartermasters) is responsible for loading the equipment that is placed by the truck or trailer. The Loading Crue is not responsible for any equipment not placed in the loading area. **Every band member is responsible for his or her own equipment.**
- Playing instruments on buses is not permitted.

Band Letter Jackets

Band Students may purchase a letter jacket at the end of their Sophomore academic year if they have completed two years of continuous service to the band and are scheduled to CONTINUE in band. **Freshman Band Students** may buy a letter jacket at the end of their Freshman year if they have met the following requirements:

1. Participate and complete the TMEA Region Band Audition process.
2. Participate in one of the following: UIL Solo and Ensemble Contest AND/OR the Westwood High School Band Solo Competition

Once you have fulfilled your participation requirement then you must qualify by achieving **ONE** of the following accomplishments:

1. **Receive** a First Division on a Class 1 solo at the UIL Solo and Ensemble Contest
2. **Make and Participate** in the TMEA Region 26 All-Region Band.
3. **Receive** a First or Second Division rating on a Class 1 solo or a director approved non-UIL solo at the Westwood High School Band Solo Competition.

Color Guard members: Guard students qualify for a letter jacket after they have maintained two semesters in a Varsity group (either fall or winter guard), or after two continuous years of membership in the Westwood Warrior Band program

Major Band Trips

Every two years, our band takes a major trip that may last three or more days, usually involving air travel, extensive fund raising, and excused absence from school for two days. In the "off year", there is the possibility that we may take a trip based on an invitation to a prestigious performance opportunity. Prior to the school year of travel, information regarding the costs, methods of payment, fundraising, and itinerary is made available to the parents.

In the weeks leading up to the trip, parents and students are given copies of the itinerary, special guidelines, medical releases, etc. which must be signed and returned. Insurance will always be provided when the band takes a major trip.

All travel with the band will be done in accordance with the RRISD Student Travel Policy.

Round Rock Independent School District is an equal opportunity employer and provides educational programs and services which do not discriminate on the basis of age, race, color, creed, religion, disability, gender, ethnic or national origin, or against any other legally protected group. RRISD prohibits discrimination against individuals with disabilities and, upon request, will provide reasonable accommodation for individuals with a disability. Complaints should be directed to the director of Legal Services & Campus Issues.

RRISD Extracurricular Code Of Conduct

I. Extracurricular Activities

The term “extracurricular activities” means, without limitation, all interscholastic athletics, cheerleading, drill team, academic clubs, school approved clubs, extracurricular fine arts performances, student government, and any other activity or group that participates in contests, competitions, or community service projects on behalf of or as a representative of the District. The term includes any non-curricular event and membership or participation in groups, clubs, and organizations recognized and approved by the Board of Trustees and the school district and sponsored by the district or a campus. All extracurricular activity participants, including elected and appointed officers of all campus organizations, will be subject to the provisions of this Extracurricular Code of Conduct.

II. Jurisdiction

Student participation in extracurricular activities is encouraged. Round Rock ISD makes extracurricular activities available as an extension of the regular school program, with this important difference: participation in the regular curriculum is a right afforded by law to each student, while participation in the extracurricular activities is a privilege that carries additional expectations for acceptable conduct. Students engaging in extracurricular activities represent not only themselves, but also other students and the school district when performing, competing, or participating in extracurricular activities and while wearing uniforms or other clothing that identifies the student to the community or public in any setting as Round Rock ISD students. For this reason, their behavior must be exemplary and reflect the finest attributes of the total Round Rock ISD student body at all times and places. Important goals of the extracurricular activities are to give students direction in developing self-discipline, responsibility, pride, loyalty, leadership, teamwork, respect for authority, and healthy living habits.

Because participation in extracurricular activities is a privilege and not a right, Round Rock ISD is authorized to set higher standards for participants of extracurricular activities than it would for those students who choose not to participate in these activities. Therefore, this Extracurricular Code of Conduct extends beyond the Round Rock ISD Student Code of Conduct not only in types of behavior prohibited, but also in corresponding consequences and jurisdiction for imposing discipline. In case of a conflict between this Code and the activity or sport specific campus handbook, the Code will prevail.

This Extracurricular Code of Conduct will be enforced with all students grades 7th -12th participating in extracurricular activities:

- regardless of whether school is in session;
- regardless of whether the student is directly involved with the extracurricular activity at the time the prohibited conduct occurs;
- regardless of whether the extracurricular activity is in-season; and
- regardless of where or when the conduct occurs.

It is possible that a student who violates the Round Rock ISD Student Code of Conduct will incur consequences from both the appropriate school administrator and from his or her coach or sponsor for the same particular violation. It is also possible that a student participating in extracurricular activities could violate the Extracurricular Code of Conduct and be subject to discipline by a coach or sponsor without having violated the Round Rock ISD Student Code of Conduct.

III. Prohibited Conduct

Round Rock ISD students who participate in extracurricular activities are prohibited at all times from:

- any conduct resulting in arrest and/or citations from law enforcement officers; this does not include minor traffic violations. Social media misconduct will be addressed in the handbook in the area of Athletics and Fine Arts. All extracurricular activities fall under the RRISD Student Code of Conduct.

IV. Procedures

The coach, director and/or sponsor will determine whether an Extracurricular Code of Conduct violation has occurred. Upon determination of an Extracurricular Code of Conduct violation, the following individuals will be notified:

1. student
2. student's parent(s) or guardian(s);
3. campus administrator
4. appropriate school counselor to provide counseling, support, and guidance in dealing with issues associated with alcohol, drugs, mood-altering chemicals, and other prohibited activities.

V. Disciplinary Action

Coaches, directors, campus administrators, and sponsors will review all the facts and circumstances surrounding a particular violation and impose appropriate disciplinary action. Campus administrators may remove a student who violates the Extracurricular Code of Conduct from the extracurricular activity.

Violation of any of the above-mentioned rules by a student participating in extracurricular activities will be subject to the following disciplinary action:

- Suspension from all extracurricular activities as outlined below:

First Offense:

The first offense will result in a three-week suspension from the extracurricular activity (ECA) that the participant is currently enrolled in. The suspension becomes effective immediately following the notification, review and confirmation of a violation. Suspension includes travel in a school vehicle to and from competition. The suspension does not include practice; however the campus administration may also impose a suspension on practice.

Second Offense:

Removal from all extracurricular activities for one calendar year. A student who is cited for an offense while not in-season (off-season) or over the summer will receive "one strike", with a second offense resulting in removal from extracurricular activities for one calendar year. RRISD Extracurricular Code of Conduct Re-admission into the extracurricular activity is at the discretion of the coach, director, or sponsor. Nothing in this Extracurricular Code of Conduct limits the authority of a coach, director, or sponsor to impose reasonable sanctions, including extra workouts, and/or community service for students who breach team or organization conduct expectations but do not engage in prohibited conduct.

VI. Appeals

Questions or complaints from parents regarding disciplinary measures should be addressed to the campus administration, in accordance with Policy FNG (Local). A copy of this policy may be obtained from the principal's office or the central administration office or through Policy On Line at the following address: www.roundrockisd.org

Disciplinary consequences will not be deferred pending the outcome of an appeal.

WHS Band Calendar Acknowledgement 2023-2024

The WHS Band Calendar can be viewed online at all times via the band website:

<http://www.westwoodband.org/band-calendar/>

The Westwood Band staff will constantly do its best to update any changes to the calendar and inform parents and students of upcoming band activities, especially those where attendance is required. Weekly Band Notes will contain reminders of upcoming events.

We understand that on a rare basis there are conflicts with required band functions. **Compromise for the benefit of all is often achievable given enough lead time and communication with the directors!**

The purpose of this form is to encourage Students to plan their school calendar carefully with their parents' help. This enables our very smart and talented band members to be involved in numerous activities without sacrificing their commitment to their peers in the Westwood Band. This also helps to reinforce the fact that our success as a band program ultimately depends upon each other's musical expertise and attendance at all rehearsals and functions.

WHS Band Handbook Acknowledgement 2023-2024

The WHS Band Handbook can be viewed online at all times via the band website:

www.westwoodband.org under the "Resources" tab

I realize that it takes full cooperation, a willingness to make sacrifices, and dedication to the needs of the whole band program in order to maximize my experience in the Westwood Warrior Band. I further understand the importance of following the stated policies in the Band Handbook, as well as following directions from all Band Staff and WHS Administrators. I am aware that failure to do so could not only result in disciplinary action that might jeopardize my performance status, my grades, and/or my membership in band, but could also impact other band members who depend on me.

By signing below, I acknowledge that I have fully read and understand the Westwood Band Handbook. I also acknowledge that I have taken the time to compare the Westwood Band Calendar with my personal calendar to look for any potential conflicts. **As a student, I understand that it is my responsibility to alert the directors of conflicts ahead of time and to work to resolve them with a positive and team-oriented mindset.**

(Print Name of Student)

X _____

(Signature of Student) (Date)

X _____

(Print Name of Parent)

X _____

(Signature of Parent) (Date)

X _____