

MARCHING BAND POLICIES

MARCHING BAND CAMP

The Liberty University Marching Band camp is an essential component to successful membership relationships and performances. It is typically enjoyable and demanding. During intense rehearsals, band members learn the pregame show and much of the half-time show. You will have an opportunity to learn how the Liberty University Marching Band operates, and you will start getting comfortable with the music and drill. You will also have several opportunities to participate in planned social events—a VERY IMPORTANT part of our band, where you get to relax a bit and enjoy the company of fellow band members. This one week camp is a great time to get to know the other members of your new family—*The Spirit of the Mountain!*

GRADING

The Liberty University Marching Band is an academic class. All members will receive a grade for marching band at the conclusion of the semester. Grades are based upon music preparation, attendance and punctuality. See the sections below related to music, attendance and punctuality for clarification.

REHEARSAL ATTENDANCE

Absences of convenience are not excusable. Absences incurred because of convenience will not be accepted as excused absences (e.g. preparing for a test in another class, term paper due, transporting friends to the doctor or hospital, etc.). It is the responsibility of the student to plan his schedule in such a way in advance that he does not have to neglect regularly scheduled rehearsals. The student should also avoid any conflicting classes, labs or work schedules.

Rehearsals missed because of illness or injury will be excused only upon presentation of a valid physician's excuse obtained from Liberty University Health Services or the office of a personal family physician. This excuse should accompany the completed band form entitled "Request For Excuse". Students are reminded that the Health Services Office will only provide an excuse for those illnesses and injuries that are considered legitimately serious and that necessitate bed rest and absence from classes for an entire day. Rehearsals missed due to illness or injury will be excused for those that are considered legitimately serious, under a physician's care, necessitate bed rest and absence from all daily activities, and accompanied by a written physician's excuse. The student may be excused from rehearsals to attend a wedding if notice is given to the director at least one month in advance. Rehearsals missed to attend a funeral will be excused. A rehearsal missed due only to a Drum Corps Finals performance may be excused, only when the band member is also a performing member in a competing corps, and only if notice is given to the director at least one month in advance. An injured member, or member who is recovering from an illness but not yet ready for more strenuous involvement according to his or her physician's written instructions, must still attend rehearsals and participate from the sideline. (*Note: see below for exact performance excused absence guidelines*)

In all instances of absence from a rehearsal or sectional, the student should obtain a "Request For Excuse" form from the band website. The form must be returned to the director **BY THE END OF THE NEXT REGULARLY SCHEDULED REHEARSAL. UNDER NO CIRCUMSTANCES WILL AN ABSENCE BE CONSIDERED IF THIS PROCEDURE IS**

NOT FOLLOWED. (In the event of multiple consecutive missed rehearsals, the member must be in daily communication with the director re: health status.) An email of form approval status will be returned to the student for his/her personal records. **FAILURE TO FOLLOW CORRECT PROCEDURES WILL RESULT IN AN UNEXCUSED ABSENCE WHICH WILL NOT BE CHANGED.** A student who believes his/her semester grade is in error may confer with the director. The student who believes he/she has been marked absent should confer with the director before leaving the rehearsal. It is the student's responsibility to be attentive to his/her own attendance status.

The above attendance policy will also be in effect for sectional rehearsals that may be scheduled for times other than the normal scheduled band time. Advance notice (at least seven days) will be given for a sectional rehearsal so that the student may plan his/her schedule accordingly. Section leaders must notify the director of all sectionals in advance.

ALL BAND MEMBERS WILL BEGIN THE SEMESTER WITH AN ACADEMIC GRADE OF "A". Attendance will affect the student's grade in the following manner:

first unexcused absence	B
second unexcused absence	C
third unexcused absence	D
fourth unexcused absence	F

AN UNEXCUSED ABSENCE THAT OCCURS PRIOR TO OR SUCCEEDING A PRESCHEDULED REHEARSAL CANCELLATION WILL RESULT IN A DOUBLE UNEXCUSED ABSENCE.

PERFORMANCE ATTENDANCE

All performances are required including all post-season games. Absences of convenience are not excusable. Absences incurred because of convenience will not be accepted as excused absences (e.g. preparing for a test in another class, term paper due, transporting friends to the doctor or hospital, etc.). It is the responsibility of the student to plan his schedule in such a way in advance that he does not have to miss any performances and performance-day activities. The student should also avoid any conflicting classes, labs or work schedules.

Performances missed because of illness or injury will be excused only upon presentation of a valid physician's excuse obtained from Liberty University Health Services or the office of a personal family physician. This excuse should accompany the completed band form entitled "Request For Excuse". Students are reminded that the Health Services Office will only provide an excuse for those illnesses or injuries that are considered legitimately serious and that necessitate bed rest and absence from classes for an entire day. Performance missed due to illness or injury will be excused for those that are considered legitimately serious, under a physician's care, necessitate bed rest and absence from all daily activities, and accompanied by a written physician's excuse. The student may be excused from a performance to attend the wedding of a brother or sister only, and only if notice is given to the director at least one month in advance. Performances missed because of death in the immediate family will be excused. A performance missed due only to a Drum Corps Finals performance may be excused, only when

the band member is also a performing member in a competing corps, and only if notice is given to the director at least one month in advance. An injured member, or member who is recovering from an illness but not yet ready for more strenuous involvement according to his or her physician's written instructions, must still attend rehearsals and participate from the sideline and in the stands.

In all instances of a possible absence from a performance, the student should be in early contact with the director to discuss any reasons he/she believes an absence is necessary.

Following the agreed absence, the member is to obtain a "Request For Excuse" form from the band website. The form must be returned to the director BY THE END OF THE NEXT REGULARLY SCHEDULED REHEARSAL. UNDER NO CIRCUMSTANCES WILL AN ABSENCE BE CONSIDERED IF THIS PROCEDURE IS NOT FOLLOWED. An email of form approval status will be returned to the student for his/her personal records. FAILURE TO FOLLOW CORRECT PROCEDURES WILL RESULT IN AN UNEXCUSED ABSENCE WHICH WILL NOT BE CHANGED. A student who believes his/her semester grade is in error may confer with the director. The student who believes he/she has been marked absent should confer with the director before the next rehearsal. It is the student's responsibility to be attentive to his/her own attendance status.

ALL BAND MEMBERS WILL BEGIN THE SEMESTER WITH AN ACADEMIC GRADE OF "A". **All performances are required including all post-season games.** An unexcused absence from a performance will result in an automatic failing grade AND loss of scholarship.

The final regular season home game is the Saturday following Thanksgiving Day. All members are required to perform, and must make travel and family plans accordingly.

POST SEASON PERFORMANCES

Participation in the NCAA FBS Playoffs is dependent upon rankings at the conclusion of the season. Due to the success of the football team, LU may be involved in this playoff series. The Playoffs are in a single-elimination format, meaning a team continues competing until it loses. Playoff games that are held at Liberty University will be attended by the LU Marching Band. **All band members are expected to attend playoff games and should keep these dates open until further notice.**

Post season play is common throughout college football teams and their bands. It's just new to us! The consensus among our peer university bands demonstrates a policy that is in keeping with their regular season attendance policies. As a result, our attendance policy includes post-season games. The outcome is that, while these events may not happen, all marching band members and support staff of the ensemble are obligated to participate if the band is to perform.

The Post-Season Policy...

Should Liberty University be selected to host (if the football game is played at Liberty University) either the first or second rounds of play-offs, all members of the Liberty University Marching Band will perform. If the football team makes it to the third post-season game, the full

band is expected to travel and perform. If the football team makes it to the championship game, the full band is expected to travel and perform.

If you are preparing your travel plans for Thanksgiving this far in advance, please remember to include the Final Regular Season Game in you plans, just 2 days after Thanksgiving Day. Also, please share this post-season information with your parents and other family members, so they are knowledgeable about this issue.

PUNCTUALITY

All rehearsals will begin promptly at the designated time. A student will be marked tardy if he is not in his proper attendance line with his instrument at precisely 3:20. Tardiness is normally unexcused. In all instances of tardiness, the student should obtain a "Request For Excuse" form and return it to the director BY THE END OF THE NEXT REGULARLY SCHEDULED REHEARSAL UNDER NO CIRCUMSTANCES WILL A TARDY BE CONSIDERED IF THIS PROCEDURE IS NOT FOLLOWED. Failure to do so will result in an unexcused tardy. An email of form approval status will be returned to the student for his/her personal records. FAILURE TO FOLLOW CORRECT PROCEDURES WILL RESULT IN AN UNEXCUSED TARDY WHICH WILL NOT BE CHANGED. A student who believes his/her semester grade is in error may confer with the director. The student who believes he/she has been marked tardy should confer with the director before leaving the rehearsal. It is the student's responsibility to be attentive to his/her own attendance status.

Tardiness will affect the band member's grade in the following manner:

Two major* unexcused tardies	B
Three minor* unexcused tardies	B
Four unexcused tardies	C
Six unexcused tardies	D
Eight unexcused tardies	F

*Major tardy = 5 minutes or more.

*Minor tardy = less than 5 minutes.

MUSIC

All band members will be issued music during band camp. Each item is numerically stamped and recorded by the band librarian. Due to copyright restrictions, members are not permitted to photocopy parts. Each member is responsible to return each piece of music issued to him/her during the course of the semester. The returned music must be in a readable condition for future use. (Members are encouraged to mark in the upper left corner in pencil their initials or name to aid in keeping track of all parts.) In the event music is not returned at the conclusion of marching band, a grade of "F" for the course will be recorded until either the music is returned (preferred) or payment is made for missing parts at \$1.00 per part. All Woodwind players are expected to arrive at band camp with a music lyre. We will use these for the learning process and at all home football games while we play 'stands music.'

Individual music preparation is a fundamental part of the marching band experience. All band members will be graded according to successful playing of all stand music and memorization of

show music and post-game concert music. Grading will be pass/fail. Knowledge of stand music will be demonstrated by live performance for the director or section leader, or taped performance submitted to the director at appropriately scheduled time(s) announced during the semester. Knowledge of show music and post-game concert music may be demonstrated by live performance for the director or section leader at appropriately scheduled time(s) announced during the semester. A grade of "A" is assumed prior to performance demonstration. A member's overall semester grade will be adversely affected by one letter grade for each failure to perform successfully at the appointed time.

REHEARSAL SUPPLIES

Each student is required to have in his/her possession the following supplies: pencil, proper attire, music, instrument, drill book and water bottle. Section leaders will check to see that each member in his/her section has these items during attendance. A student who does not consistently have these items on the field may have his/her grade adversely affected. Recommended: sunscreen, hat, insect repellent.

REHEARSAL DRESS

The dress for rehearsals will meet with minimum accordance with the Casual Dress codes found in the Liberty Way. Any student not in proper rehearsal dress will be dismissed from rehearsal.

Men:

Casual Dress: Sweat suits, sweat shirts, T-shirts, shorts, tennis shoes. No tank-top undershirts or do-rags.

Women:

Casual Dress: Sweat suits, sweat shirts, T-shirts, shorts, tennis shoes.

It is strongly suggested for a student to comply with the Sports Dress code for his own comfort and endurance during long rehearsals. **TENNIS SHOES ARE REQUIRED.** Bare feet, stocking feet, non-athletic shoes, water shoes, etc. are not permitted.

REHEARSAL TECHNIQUE CONSIDERATIONS

The Liberty University Marching Band is a major ensemble in the School of Music, and the band staff promotes proper instruction of the basic tenants of musical and physical performance. These include: characteristic tone on each instrument, individual health and physical care of the marching musician, proper articulation, enhanced and healthy breathing habits, impeccable posture—seated/stationary/in motion, learning and establishing a uniform marching technique, embouchure care, pitch discrimination skills, musicality, and performance artistry. All members are expected to maintain healthy techniques re: all of these elements throughout their membership, as instructed to the entire ensemble or to an individual.

PERSONAL HYGIENE

All members are expected to respect themselves and others related to personal cleanliness. Members will be in close proximity to others throughout the day, and, in addition, to others throughout the day, and, in addition, will be expected to properly care for the marching band

uniform. Prior to wearing the marching band uniform, members must perform on the same day, personal cleanliness activities. This includes individual bathing, application of deodorant, as well as recent laundering the band shirt and other clothing worn on band performance days. Heavy use of perfume or cologne is discouraged.

MEMBER DEFERENCE

During the normal course of rehearsals, meetings, and performances, section leaders will be expected to provide instruction and guidance to members in their section. However, opportunity for improvement in music and drill often extends to officers and members who are not designated leaders in the band. All members are to treat one another with deference and courtesy while contributing and receiving information helpful to improving the performance. Members will find that during the majority of rehearsals instruction will be provided by staff and section leaders. Instruction is intended to help the ensemble execute music and drill properly, and repetition may be part of this instruction. A positive learning attitude is expected from all members at all times. Anything but the BEST attitude toward another band member or staff is unacceptable and will produce negative results, however, receiving correction with the right heart attitude will make the member stronger (and a whole lot more pleasant to be around!).

Membership in the Liberty University Marching Band is special—our culture is unique among the students on and off campus. Many of the behaviors you are expected to demonstrate are gained through adopting the attitude of a world-class organization. You are a representative of every member of the band. As a member, your attitude should be that “it’s not about the individual marcher, it’s about making the ensemble better: visual, musical, social.” This attitude is counter to modern culture!

Further, while at athletic events, members are to support our team in a positive manner and refrain from negative reaction toward visiting teams, coaches, fans, or officials. Others will observe our testimony at times only briefly, when we least expect it, so ALWAYS demonstrate the best comportment, even when circumstances are not the best.

HAZING

Inappropriate behavior will not be tolerated by Liberty Bands or Liberty University. It is the responsibility and expectation that all band students intercede, within reason, if hazing is suspected and report the incident to a faculty or staff member immediately. Allowing oneself to be hazed is as unacceptable as doing it to others. This policy covers activities which might involve band students both on and off campus. Consequences for the violation of hazing policies may be severe. Incidents will be reported immediately to university police and the Dean of Students Office for investigation and action. Sanctions on behalf of the band department may include suspension from the band program or removal from the band program. The Dean of Students may impose further penalties as noted in university policy. Students with knowledge of hazing who choose not to report the incident will also be subject to university discipline.

UNIFORMS

The Liberty University Marching Band uniform represents a standard above all other attire. While in uniform, members are reminded to respect the ensemble, other members, and those

outside the ensemble. Members must demonstrate respect for the uniform, and honor to the Liberty University Marching Band while wearing the uniform.

All band members will be issued a marching band uniform, which will be stored in the band uniform storage room between performances. The band uniform will be given to the student only when it is needed for use in public performances. The student should keep a record of all uniform part numbers. The band uniform will consist of trousers, coat, shako hat, gauntlets, ball cap and plume.

In all instances the student is responsible for his uniform parts and will be obligated to pay for any and all costs of repair or replacement of damaged or lost uniform parts. A \$30.00 damage deposit will be collected from each member during band camp check-in. Remittance for damages to the uniform is not limited to the amount of deposit. For example, replacement trousers may cost over \$100.00. The student is responsible to pay for all damage costs in full. The deposit fee will be refunded at the conclusion of the Marching Band semester, provided the uniform is returned in an approved condition. Alterations to any uniform part can only be done with the permission of the director. Follow all instructions for uniform care!

Each band member will wear his entire uniform when involved in a performing function with the band. The provided coordinating T-shirt should be worn under the band coat at all times. At football games the student will wear all uniform parts for the entire game unless directed otherwise. When the jacket and shako are directed to be removed, **DO NOT LET ANY PARTS TOUCH THE GROUND**. Care must be taken to fold the jacket according to instructions, and the manner in which the uniform parts are arranged in the designated area, must be identical.

At no time should members eat or drink (except water) while in uniform. Accidents will occur unexpectedly that may dirty, stain, or permanently damage your uniform. Running or 'roughhousing' in uniform is prohibited: it is out of character and shows a lack of respect for the uniform. Do not lean or sit on anything while in uniform unless instructed (you may sit on your gloves or a towel to prevent exposure to coarse or dirty surfaces). Always use discretionary speech while in uniform—inappropriate or discouraging words/topics are disrespectful to the uniform and the honor of the organization.

If you have any concerns re: words or actions while in uniform, the general rule is **DON'T**. When you are wearing the uniform, you are not looked upon as an individual, but as a member of a well-respected marching band. Most persons who see you 'behind the scenes' will form their opinion of the **ENTIRE BAND** from their opinion of you and your behavior in uniform. This also carries over to when you are wearing any Liberty University Marching Band apparel or outwardly representing the band. Represent current, past and future members of The Liberty University Marching Band with the utmost respect.

Men—hair must be neatly trimmed. No hair should cover the ears or extend over the collar of the uniform jacket. All facial hair must be neatly trimmed and be approved by the director. No beards. Men are not permitted to begin any new beard or mustache growth just prior to a public performance. A "two-day growth look" is not permitted. Sideburns: may not extend lower than the bottom of the ear. Mustache: neatly trimmed (approx. 1/4"). Goatee: neatly trimmed

(approx. 1/4”), and limited to the area below the corners of the mouth. No ‘bandanas, do-rags, skull caps, etc. are permitted.

Women—Hair must be braided, pinned-up, or put in a bun so that no hair is showing outside the shako. Make-up may be worn in a conversation fashion only. No lipstick. Hair supplies: hair ties, clips or bobby pins.

Guard women performance appearance is adjusted to the required make-up and hairstyle as directed by staff.

Above all, be constantly mindful that there is a special way to look and act as a member of this organization, and it is your responsibility to foster this appearance.

The band member should be aware that it is his responsibility to supply black shoes, black socks, and black gloves for each performance of the band. All band members will be inspected by Field Commanders for a clean and complete uniform and polished shoes prior to departure for a public performance. No non-band headwear (hats, bandanas, do-rags, skull caps, etc.), will be allowed for any member.

Jewelry— It is acceptable to wear a religious pendent on a chain, provided it does not visible outside the uniform. A wedding band, engagement ring, or ‘purity ring’ is also permitted, provided it does not distract from, or impair performance. A maximum of two ‘tiny’ stud-style cartilage piercing/jewelry per ear is permitted in the upper region of the ear (not ear lobe), and/or one ‘tiny’ stud-style nose piercing is permitted. No lip rings, nose rings, or other piercings or jewelry are permitted. The standard is to present the band member as one of the unit, as contrasted to ‘individualizing’ the performer’s appearance while in uniform.

The student will be fined \$5 for each infraction found during uniform inspection.

All uniforms are to be returned to the uniform storage room no later than 30 minutes after the band's arrival on the campus following a public performance. Infraction of this policy will result in a fine of \$10. All fines must be paid by the next time the band meets.

All uniforms will be cleaned following the final marching event of the season. A student may dry-clean his uniform at his own expense during the season only by permission of the director.

INSTRUMENTS

All students using University owned instruments are responsible for any and all damage to that instrument. The student is expected to pay for the repair or replacement of any damaged or lost instrument, which is the property of Liberty University. University owned instruments will be transported to rehearsal and performance areas in the case. Students using University owned brass instruments will wear black cotton gloves during rehearsals and performances.

Percussionists are expected to cover the shell of all instruments with a protective covering for rehearsals and football stand performances. Instruments must not be placed directly on stadium bleachers, steps, or pavement. Any damage not considered the responsibility of the student must be reported to the director immediately for appraisal. (Students are expected to bring

instruments to all rehearsals unless given permission by the director.) It is mandatory that your instrument be polished before every public performance.

INSTRUMENT STORAGE ROOM/LOCKERS

It is the responsibility of all students to keep the instrument storage room clean and in perfect order. The storage room will be open every day from 8:00 am to 5:00 p.m. If it is necessary to enter after 5:00 p.m., the assigned music monitor will unlock the door. However, when the door is locked, it is locked for a significant purpose. Each locker is intended to remain in a locked status. Do not consider it your privilege to readjust the situation. Any slight notice of damage, tampering, or forced entry into the room or locker will be considered vandalism and unlawful breaking and entering. The student will be reported to the Dean, as well as to LUPD, and the result will end in dismissal from school. Past violations have necessitated such harsh measures. We will NOT hesitate to enforce them.

Do not enter the band room during another class or rehearsal for the purpose of locker usage.

TRANSPORTATION

The University will provide transportation to all public band performances. All band members are expected to ride the buses to and from a public performance. A student who wishes to travel by other means must seek approval by the director and will be expected to provide proper documentation related to permission and liability.

STADIUM PROCEDURES

While in the stadium seating area, we are constantly in “performance mode.” Our group appearance, as well as individual expressions, must be of the highest quality.

Band members may not be seated with non-band member friends, boyfriend, girlfriend, or family during football games. All band members are expected to be seated within their designated sections during football games.

Greeting of family and friends while in the stadium block is permitted. This is to be a ‘greeting length’ conversation only, and at the periphery of the band block. Non-band members are not permitted in the band block, or to engage in lengthy visits with a band member along the edges of the band block. Be friendly, then courteously excuse yourself from this type of visit, so that you are re-engaged with the band unit.

The band will remain in the stands, standing or seated as a group for the entire duration of the game. Band members may be excused from the football seating area with permission from the director or field commanders. No band member is permitted to be alone while in uniform, subsequently, member pairs are required when departing from the ensemble.

Band members are to refrain from eating or drinking (except water) in uniform at the football games.

PERFORMANCE PROTOCOL

The director has authority to direct all aspects of the organization, and any member who deviates from that direction may be dismissed from the band, fail the course, and lose scholarship in full.

Trust—you are trusted by the staff and fellow band members to act in a manner befitting the best collegial attitudes and camaraderie. You must also know that others expect this trust to be reflected on all other members and staff. Basically, we “have your back,” and we operate on the premise that you “have our backs,” too.

Safety—the physical and social safety of the Liberty University Marching Band is extended to all members. We are a refuge, where you may find beneficial relationships and physical security among members and staff. This expectation must be given as well as accepted by all members. Please know, however, that you will be challenged to improve by the staff and student leadership, and this may be perceived at times as ‘non-positive’ communication.

Performance Expectations (Performance Code of Behavior)—members of the Liberty University Marching Band are selected by the institution, wear the uniform of the institution-in part or whole, and subsequently must act as a representative of the institution at the institution’s events. The institution has a right to consider their expression while in uniform to be, at least in part, the institution’s expression, and even a public university would have the legal right to script it, manage it, pass rules to regulate it and discipline expression that violates the rules or embarrasses the institution. Individual speech includes actions, expressions written on apparel, signs not provided by the school, verbal communication, and other expressions of individual choice. While individuals may consider it important to express themselves in a public manner, expressions not approved by the university and its representatives (Band Director) are not permitted. That speech that is expressive is also regulated, and requires approval for planned group activities and symbolic protests. Other actions that deviate from performance direction are not permitted.

Staff Relationships—while many staff and student leaders are in proximal age ranges, care must be taken by each leader and member to interact in a professional manner. Staff are to avoid relations among student members that may be considered romantic advances.

Organizational Security—as a member of the Liberty University Marching Band, you are responsible to establish your own membership security. Adhering to the policies of the LU Marching Band Handbook is essential to continued membership. We are all privileged to have this organization: it is not a ‘right’ to belong. All members are expected to approach participation in light of this privilege.