SOUTHMORELAND MARCHING BAND ATTEDANCE POLICY

Your commitment to the success of the ensemble will be directly reflected by your attendance and preparation for each and every rehearsal and performance. The attendance policy will go into effect upon the first day of mini camp in June and will remain in effect for the entire year (*including Memorial Day*). Success is a group endeavor!

It is mandatory for each member to attend every rehearsal and performance <u>on time, prepared and ready to work the *entire* scheduled time</u>. There are five acceptable reasons for missing a rehearsal or performance:

1.) **Personal Illness**
2.) **Death in the family**
3.) **Day of religious conviction**
4.) **Emergency (Medical emergencies must be accompanied by a physician's note)**
5.) **Excused Absence from school (discuss with marching band director)**

**If an emergency occurs the night or day of an event, call the marching band director or band office, if possible, and leave a message, send an email to the marching band director and contact a student leader. Please bring an excuse to the next band event or to the director sooner if possible.*
**Work is never viewed as an excused or acceptable reason for an absence.*
**If you are in school, you are expected to be a rehearsal that evening*

<u>CALENDAR</u>

- Please be conscious of the calendar. It is available on the marching band website (www.southmorelandband.net) and a printed version is always available in the band room. A weekly schedule is posted on the marching band's Facebook page and website each Sunday.
- Every effort will be made to avoid calendar changes. In the event that a change must be made, every effort to give at least two weeks written notification will be made.
- The calendar is given early each season so that all appointments may be made outside of the band schedule and if there are conflicts there is plenty of time for review to be made by the band staff.
- Please be prepared for the event of playoff games. The WPIAL and PIAA do not post schedules for playoff games until the Monday before the game. We will be expected to participate in all playoff games if our team participates. These games are required and are subject to the attendance policies.

EXCUSES/APPROVAL

- Sometimes situations cannot be avoided but are justified. These must be cleared in advance with the Director at least **two weeks in advance of the conflict**. A scheduled event that is submitted less than one week from the date of the conflict will be left to the discretion of the director and staff.

**Please Note that only excuses for emergency situations will be accepted after an event. Excuses must be turned in to the director by the start of the next band event that the member attends.*

- It is important that every student attend each rehearsal prepared and on time to promote group success. If there is only one rehearsal for an upcoming performance, students must attend this rehearsal or will not be permitted to perform.

ABSENCE FORMS

- You must submit an absence form via Google forms that is available in the Google classroom and on the band's website
- No absence request will be accepted via email.
- Any absence without a Google form will be considered an unexcused absence and could result in missing a performance(s)

LATE/EARLY DISMISSALS

- Late arrivals and early dismissals must be approved using the absence form. The same steps must be taken as listed under the EXCUSES/APPROVAL section and the Absence Form section.
- Consistent tardiness to rehearsals and performances impedes the flow of the band's progress and negatively affects the morale of the organization. Remember: To be on time
- Beginning with the third unexcused tardy, you will be charged with an unexcused absence.

UNEXCUSED ABSENCES

The following procedure will be followed for absences from ***rehearsals:***

- After the **first unexcused absence** from a rehearsal, parent(s)/guardian(s) will be contacted by phone, e-mail or letter. The student may be suspended from the next performance if the staff feels that the member may not be prepared for the next performance. If this is the situation, the student will watch the performance at "drum major detail" on the sidelines. They are still required to attend other rehearsals and the performance with the intent of performing.

- After the **second unexcused absence** from a rehearsal, parent(s)/guardian(s) will be contacted by phone, e-mail or letter and a formal meeting will be called with the student, parent/guardian and staff members. The student *will not* receive their "year pin" /award at the banquet.

The following procedure will be followed for absences from ***performances:***

- After the **first unexcused absence** from a performance, parent(s)/guardian(s) will be contacted by phone, e-mail, or letter. The student will not be given their "year pin" at the banquet. Skipping a performance hurts the entire ensemble and will likely result in the suspension from a future performance. The student may lose privileges (i.e. concession stand)
- After **the second unexcused absence** from a performance the directors will determine the future status of the student's Marching Band membership, which may result in dismissal.

MAKE UP WORK/TESTS/GYM- DETENTION

- Students should take every means possible to not miss rehearsals for these situations. It is the student's responsibility to schedule both activities without conflict. If this cannot happen, contact Mr. Harris and fill out an Absence Form- she will discuss options with colleagues.
- Detentions- **DON'T GET A DETENTION**! Please bring this situation to Mr. Harris as soon as possible. If arrangements can be made, they will be between the director and administrator. If not, this will be an excused absence-if unprepared the student may miss the upcoming performance.

MEDICAL

- If you are medically unable to perform at a rehearsal or performance, you are still expected to attend if cleared to do so; this must be discussed with director in advance. You will benefit from listening and watching the performance.
- If you are given permission to miss a performance of any kind (i.e. parade, game, etc.), you are still expected to attend rehearsal prior to the performance.
- If you are absent from school, you may not attend the evening's rehearsal.
- If you miss a rehearsal or performance because of a *medical emergency*, please bring a doctor's excuse with you to give to the director for files. This will verify an excused absence.

APPOINTMENTS

- Please plan any *appointments* to avoid rehearsal and performance conflicts. The calendar is presented at the beginning of the season for this very reason.
- **Any conflict that does not fall in the five acceptable reasons for missing must be approved by the director two weeks prior to missing the performance/rehearsal.** Students who neglect to take this step will be subject to penalties as listed under unexcused absences.

SOCIAL PROBATION/SUSPENSIONS

- If you are on social probation or suspended from school, you are automatically suspended from band for the time during the school administered suspension. No exceptions will be made.
- If the school suspension is a result of a band incident, there will likely be consequences from the organization as well. These will be discussed at the time of suspension and will be administered by the director in accordance with the district administration.
- If you are suspended from a performance (for any reason other than school suspension), you are still expected to attend. If the performance is a football game, you are expected to play in the stands and will stand on the sidelines during the performance. Details given by staff.

SCHOOL ATTENDANCE

- Like athletics, students missing 20 or more days of school in a **semester**- including out of school suspensions will be ineligible to participate until they have attended 60 days.

WORK

- Work, of any kind (including babysitting), is not considered an excused absence from any rehearsals or performances. **Be sure to schedule your work schedule around band practices/performances.** The calendar is given out early for this reason.
- The only exception that would allow work to be accepted as an excused absence is if the director or staff member does not provide two weeks notice of scheduled changes.
- Any student who misses a rehearsal or performance due to work will be charged with an unexcused absence and subject to the above attendance policies.

MINI CAMPS

Mini camps are a critical part in the preparation for our largest amount of rehearsal time. This time serves as the foundation and the group work for our organization. Students are expected to attend unless the excuse falls in one of the four listed excused absences.

- ❖ Family Vacations will be excused if excuses are given a minimum of two weeks prior to the conflict. Excuses must be on the Absence Form.
- ❖ Students are responsible for missed material.

BAND CAMP

- ❖ **Every Moment of both weeks of band camp is considered mandatory**. Students missing formal band camp without permission or approval from the director will not be permitted to perform with the band during this season.
- ❖ Students who have conflicts must be given permission to miss band camp a minimum of a month in advance unless it is an emergency situation. This should be brought to the director's attention as early as possible.
- ❖ Even with approval, if a student misses camp, they are responsible for learning drill and music. Students missing camp *may not* be permitted to perform at the first football game.
- ❖ Doctor's appointments and other meetings are not to be scheduled during band camp.

CONFLICTING ACTIVITIES

All activities must be discussed and agreed upon prior to the start of the season.

- ❖ A calendar must be provided to each organization before the start of the season.
- ❖ Students participating in other Southmoreland activities MUST split time evenly- this will be at the discretion of the director and coach/advisor.
- ❖ Students making this decision should discuss this decision thoroughly with their parents and/or guardian.
- ❖ If the student belongs to a non-Southmoreland organization, which may be appearing, rehearsing, or meeting during the same time, the Southmoreland marching band will take preference.
- ❖ Another Southmoreland group event that is a game/match/meet will take preference over a marching band rehearsal; a marching band performance will take preference over any other Southmoreland practice or meeting.
- ❖ In the event that a Southmoreland game or event is scheduled opposite a marching band performance, the student must inform the Director at least two weeks in advance of the conflict, so that a solution may be reached between the coach and director. The Band Director's decision will be final, and subject to the above attendance policies.
- ❖ If a student's involvement in two organizations begins to jeopardize one or both groups, a parent/guardian meeting may be called to discuss student involvement.
- ❖ If this is detrimental to one or both organization students may be asked to consider their level of involvement.

STUDENT ACTIONS

- Students that do not come to practice prepared or who demonstrate any form of disrespect to the staff, fellow students or chaperones will be left to penalty at the discretion of the band staff.
- A parent/guardian meeting will be called to discuss student actions and future expectations.
- If there is a serious situation occurs, Southmoreland administrators will be informed promptly and the student may also be subject to district/building penalty.

Final decisions are left to the discretion of the band director and/or school district. Please understand that decisions are made to first and foremost preserve the education and success of the program and are made in the best interest to the entire group.