

## **Westfield High School Band**

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We want to welcome each of you to our Westfield Band family. Your time in the band here at Westfield promises to be some of the most memorable experiences of your life. You will meet some of your best friends in band, you will participate in some amazing performances, and you will grow as a musician and a person. Please read the following carefully as it will provide you information on what to expect out of your band class for the year.

The Westfield Band is a program that involves over 300 students and nine performing ensembles including the Marching Bulldogs, Wind Symphony, Symphonic Band, Concert Band, Jazz Ensemble, Jazz Band, Advanced Percussion Ensemble, and the Color Guard. The band is known for its exceptional performances and innovative programming. The band is recognized in the area, across the state, and nationally as one of the top band programs around.

For a program to be successful, it is important to realize that no band can succeed without a partnership between director, students, and parents. The director must provide the expertise to provide the opportunity for students to be successful. The students must provide the hard work, effort, and pride to make the band excel. The parents must provide the support for the students and the director, either emotionally, financially, and through volunteer work.

### Course Description

Westfield band classes are designed to aid students in becoming better individual and ensemble musicians. Students will have opportunities to perform solo and small ensemble literature as well as full band pieces. Students will also be evaluated on their technical skill and development on their instrument. **Band is a curricular class that involves activities, practices, and performances that take place both in class and outside of class that contribute to a student's grade.**

### Materials Needed For Class

Instrument in working order

Music in a band binder with plastic inserts to protect music

Pencil

Metronome/Tuner

Lock for instrument locker

All students will be issued music and other materials for class. It is the responsibility of the student to keep his music folder in order. Lost music and materials will be replaced at cost to the student.

## **Communication**

We work very hard to keep you informed. Our website [www.westfieldband.org](http://www.westfieldband.org) is updated regularly with a great deal of information. Consult this website often as it will contain information on schedules, points of contact, and various other items of information. We try to send a regular newsletter out to you every few months. It is important that you keep us informed of your address and phone number so we can mail things to you. Your e-mail address will allow you to receive regular band updates and information. We have regular band parent meetings. Please make every effort to attend these important meetings.

## **Attendance**

Students are expected to attend all after school rehearsals for ensembles in which they participate. A schedule of events will be given out well in advance. Work schedules should be adjusted accordingly. **Work is not an excused absence.** Excused and unexcused absences/tardies will be determined by the guidelines outlined in the school attendance policy. **Unexcused absences will result in the suspension of the student from the performance group and loss of all points for a particular performance.** Students should bring excuse notes for any absences or tardies. If a student has a conflict, they should make arrangements with the directors before hand. **Remember, that ALL practices and performances are part of your grade. If there are any conflicts with a scheduled event or practice, you must inform the director. ONLY the director will excuse absences. If you are thinking of scheduling something, just check with me first to avoid issues.**

**\*Excused absences from an after school rehearsal will be made up during another after school session to be arranged with the director. Excused absences from a performance will require an alternative assignment such as a written paper or other assignment as determined by the director.**

After marching season the concert ensembles will be on the following schedule:

Monday: Jazz 2-2:30-4

Tuesday: Symphonic Band-2:30-4:00

Wednesday: Wind Symphony- 6:30-8

Thursday: Concert Band -2:30-4

Other ensembles in the band program carry their own schedule.

### **Important dates:**

**Navy Band Concert –October 16**

**December 13 and 14-Holiday concerts—All bands**

**January 23 and 24-Concert Band Camp**

**Feb 28-Band dress rehearsals**

**March 1-Band Concerts-All Bands**

**March 5, 6, 7—Band festival—All Bands**

**April 14-19—Trip to Disney World**

**May 30/31- Band Concert—All Bands**

**June 8—Band Awards**

### **Bulldog Block**

The band room will only be open for students (during bulldog block) wishing to practice, receive extra help, or sectionals scheduled by the directors. Sign up for practice rooms will only be on Mondays and Thursdays. The band room will be limited to 20 students. Students found not practicing or disrupting others will not be allowed to participate in bulldog block in the band room.

### **Private Study**

The issue of securing a private teacher is an important one. I realize that this is an additional investment of time and money. If your child is in the Wind Symphony or the Symphonic Band, it is very important if we are to play the most advanced literature. While nothing ever replaces hard work, a private teacher can provide the intimate details associated with playing a particular instrument that will in turn give more enjoyment to your student as they participate in band. Please consult the private teacher on our website list as a starting point.

### **Uniform**

All students are required to wear the appropriate uniform for every performance. More information on this will follow. **Students not in proper uniform for a particular performance will not be allowed to participate and will lose all points associated with that performance.**

### **Fees and Forms**

All band students are required to pay FCPS Required Band Fees at the beginning of the year. A complete explanation of these fees can be found on our website. These fees cover the basic costs associated with the operation of the band program. If needed, other arrangements for payment may be made with the director. If you have not done so, please complete the registration forms that can be found on-line at [www.westfieldband.org](http://www.westfieldband.org). Please send the forms in along with payment by the end of the week. Students needing to rent an instrument will need to complete a rental contract and send that money in as well before an instrument can be issued. The medical forms and such are important when we travel.

## **Fund Raising**

In order to keep fees as low as possible, we need all band families to help in fund raising. This is extremely important.

The following are required:

Mattress Sale: September 6

Tag Day –September 27

**It is a class expectation that all families participate in fundraising at the minimum level.**

## **Student Expectations**

- Students are expected to participate in daily rehearsals.
- Students are expected to practice at home on a regular basis.
- Students will be on time to class and conduct themselves in an orderly, musical fashion.
- Students should respect themselves, their peers, instructors, and the band facility.
- Students will attend all performances.
- Wind Ensemble and Symphonic band students are required to audition for all district band, participate in marching band, and participate in solo and ensemble.
- Concert band Students are required to participate in solo and ensemble.
- Students are expected to work hard and enthusiastically to achieve their highest level of musical potential.
- Wind Symphony and Symphonic band students should try to secure private lessons if possible. ALL students will benefit from private instruction.

## **Grades**

Based upon three areas:

1. Music tests-60%
2. Music performances-30%
3. Participation-10%
4. Extra credit will be given each 9 weeks for any additional musical activities such as, concerts, private lessons, and participation in outside music groups.

**\*Students are graded upon achievement and improvement. Sometimes effort is not reflected in achievement. Band is a performance class.**

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# Westfield High School

## 2014-15 Band Registration Packet

Please note: Where our forms refer to Band – this includes Marching Band, Color Guard, and all Concert Bands. If you have any questions, please contact [vicepresident@westfieldband.org](mailto:vicepresident@westfieldband.org).

The band registration packet consists of **9 forms** which can be completed electronically and printed out. After completing the first **6 forms on the following pages**, please click on the paperclip icon on the left side of the screen to access **3 additional Fairfax County Public Schools forms** you will need to select individually to fill out, print and sign.

Please bring your completed forms to the Band Student/Parent kick-off meeting on Sunday, August 10 at 6:00 p.m. in the Westfield High School Auditorium. The forms, along with appropriate payments (checks payable to “WHSBBO” and/or “Westfield High School”) will be collected as part of the meeting.

If you cannot attend the meeting, please let us know and turn in your forms and payment to the black box in the band room (located on the wall just to the left of the door as you enter the band room) as soon as possible.

### Brief Explanation of forms:

Page 1 – **Registration Form** - All band students complete this form. Amounts will automatically be added from other forms in this packet and total due will appear on this form.

Page 2 – **Supplemental Medication Authorization Form** - This allows designated adults to administer over-the-counter medications to students during band camp, competitions, and other field trips. We will NOT give any OTC medications if we do not have this signed form on file. (Think, if your child gets a headache during these events we cannot help them without this signed form.) This will be kept on file for the entire year. It is the parent's responsibility to forward updated forms, if needed.

Page 3 – **Band Booster Membership Form** - All band families are members of the Band Boosters. We encourage all of our families to upgrade their membership to help offset the various costs of running the band program. All upgraded members will be acknowledged in the band programs. Likewise, if you have your own business, your sponsorship is appreciated.

Page 4 – **Supplemental Uniform & Spirit Wear Order Form** - Order your spirit wear now!

Page 5 – **Volunteer Form** - WE WANT YOU! Please indicate your areas of interest on this form. Any time you can give is appreciated.

Page 6 – **Acknowledgment Page** - Confirms to us that you have read all of the important required reading material, available on our website.

**FCPS FORMS** (click on the paperclip icon  on the left side of the screen to access FCPS forms)

**Field Trip Permission Form** - Allows participation in all Fall 2014 band activities involving travel (competitions, pep band, Tag Day). *If the paperclip icon is not showing, click on the link below, however the **pre-filled WHS Band info will not be on this version:*** [www.fcps.edu/it/forms/fs152.pdf](http://www.fcps.edu/it/forms/fs152.pdf)

**Emergency Care Information Form** - Kept on hand during band camp, carried to competitions, and other trips for use during an emergency. This will be kept on file for the entire year. It is the parent's responsibility to forward updated forms, if needed. *If the paperclip icon is not showing, click on this link:* <http://www.fcps.edu/it/forms/se3.pdf>

**Medication Authorization Form** - Required by FCPS for us to administer any medications, prescription OR over-the-counter during band camp, competition and trips. This will be kept on file for the entire year. It is the parent's responsibility to forward updated forms, if needed. *If the paperclip icon is not showing, click on this link:* <http://www.fcps.edu/it/forms/se63.pdf>

# Westfield High School Band Booster Organization

## Registration Form

If you have more than one student, please complete one set of forms for each student.  
Full payment is due with these forms on August 10 at the Band Student/Parent kick-off meeting.

STUDENT ID: \_\_\_\_\_

Student's Full Name: \_\_\_\_\_ Student's Email: \_\_\_\_\_ Grade: \_\_\_\_\_

Preferred Name: \_\_\_\_\_ Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Student Cell Phone: \_\_\_\_\_

Parent/Guardian Full Name: \_\_\_\_\_

Mom: \_\_\_\_\_ Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Dad: \_\_\_\_\_ Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Guardian: \_\_\_\_\_ Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

New Student? Yes No Marching Instrument: \_\_\_\_\_ Concert Instrument: \_\_\_\_\_

New Marcher Jacket Size (Youth S-Youth XL, Adult S-Adult 3XL): \_\_\_\_\_

Permission to include student and/or parent contact information in a Band directory? Yes No

### REGISTRATION PAYMENT INFORMATION

PAYMENTS ARE DUE AUGUST 10, 2014

All FCPS fees are paid to Westfield High School.

All Band Booster contributions are voluntary and are paid to WHSBBO.

▶ ▶ ▶ TWO SEPARATE CHECKS ARE REQUIRED ◀ ◀ ◀

#### MARCHING BAND/COLOR GUARD PAYMENT

Check all that apply

\*\*FCPS REQUIRED FEE \$180.00 Yes No

BAND BOOSTER CONTRIBUTION \$50.00 Yes No

#### CONCERT BAND PAYMENT

Check all that apply

\*\*FCPS REQUIRED FEE \$75.00 Yes No

BAND BOOSTER CONTRIBUTION \$100.00 Yes No

\*\*Fees include: – Rental/cleaning of required Class A Marching and Concert Band Uniforms  
– One black t-shirt and one white t-shirt required for Marching Band Camp  
– New marchers also receive complimentary Class B Marching Band Uniform (jacket and hat)

Total FCPS Required Fee: \_\_\_\_\_ Check #: \_\_\_\_\_ Make check payable to **Westfield High School**

Subtotal from Supplemental Uniform & Spirit Wear Form (from page 4): \_\_\_\_\_

Subtotal Band Booster Contribution (from above): \_\_\_\_\_

Band Booster Membership (from page 3): \_\_\_\_\_

Laura McBride Scholarship Donation (enter any amount): \_\_\_\_\_

Adopt-A-Band-Kid Donation (enter any amount): \_\_\_\_\_

Deduct Credit from Student Account: \_\_\_\_\_ (NOT to exceed Contribution amount)

Total Band Booster Payment: \_\_\_\_\_ Check #: \_\_\_\_\_ Make check payable to **WHSBBO**

#### FORMS CHECKLIST (For Band USE)

- Registration Form
- Supplemental Medication Authorization Form
- Band Booster Membership Form
- Supplemental Uniform/Spirit Wear Form
- Volunteer Form

- Acknowledgement Form
- Field Trip Permission Form (FCPS)
- Emergency Care Form (FCPS)
- Medical Authorization Form (FCPS)

COMPLETE

MISSING FORMS

Page 1

NEW STUDENT

FINANCIAL  
Rev. 07/07/14

**2014-2015  
Westfield High School Band  
Supplemental Medication Authorization Form**

This form will **only** be used in conjunction with a completed and signed FCPS Medication Authorization form. If a signed FCPS form is not on file, **we cannot administer any medication** to the student. In order to provide any over-the-counter medication to a student **BOTH the FCPS Medication Authorization form and this Supplemental Medication Authorization form must be signed.** Include on the FCPS Medication Authorization form the following statement: "I give permission for over-the-counter medications to be supplied to my child per the Supplemental Medication Authorization form."

I, \_\_\_\_\_, authorize previously designated members of the WHSBBO and/or FCPS employees to administer the following over-the-counter medication as per package instructions for my child, \_\_\_\_\_, for ailments in which the medication is designed, for the duration of the 2014-2015 school year. None of the medications will be given in a dosage that exceeds the recommended amount on the package.

- |                    |                                 |
|--------------------|---------------------------------|
| Advil              | Imodium                         |
| Aspirin            | Midol                           |
| Benadryl           | Neosporin                       |
| Claritin           | Pepto Bismol                    |
| Dayquil            | Saline (for contacts if needed) |
| Dramamine          | Tums                            |
| Fruit Breezers     | Tylenol                         |
| Hall's Cough Drops | Visine                          |

I also consent to the following prescription medications and/or emergency treatment as per my written instructions: (this should include epi pens, inhalers, prescriptions meds, etc. Please note, proper paperwork should be on file in the WHS Clinic for the current school year.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**WESTFIELD HIGH SCHOOL BAND BOOSTER ORGANIZATION**  
**“Celebrating the joy of music through Band”**  
**2014-15 Membership / Sponsorship Application**

Member Name: \_\_\_\_\_ Student: \_\_\_\_\_

Member Name: \_\_\_\_\_ Student: \_\_\_\_\_

Name as it will appear in Programs: \_\_\_\_\_  
 (ie. John & Jane Doe, Mr. & Mrs. Doe)

Parent Email Address: \_\_\_\_\_

**MEMBERSHIP CATEGORIES**

Category	Check all that apply	Subtotal
<b>Basic Member:</b> <i>Entitled to all benefits of voting Membership Included in Band Fees</i>	<b>Included in Band Fees</b>	<b>Included in Band Fees</b>
<b>Bronze Member:</b> <i>Listed as a Bronze Member in performance programs</i>		
<b>Silver Member:</b> <i>Listed as a Silver Member in performance programs</i>		
<b>Gold Member:</b> <i>Listed as a Gold Member in performance programs</i>		
<b>Platinum Member:</b> <i>Listed as Platinum Member in performance programs</i>		
<b>Directors' Circle:</b> <i>Listed as a member of Directors' Circle in performance programs</i>		
<b>Golden Grandparent:</b> <i>Listed as members in performance programs</i>		
<b>TOTAL</b>		

**SPONSORSHIP CATEGORIES**

Sponsors are listed in our Performance programs as follows, as well as on our Band website ([www.westfieldband.org](http://www.westfieldband.org)).

Category	Check all that apply	Subtotal
<b>Friend:</b> <i>Recognized as a Friend in Band Programs. 1/4 page ad in Band Program</i>		
<b>Sponsor:</b> <i>Recognized as a Sponsor in Band Programs. 1/2 page ad in Band Program</i>		
<b>Patron:</b> <i>Recognized as a Patron in Band Programs. Full page ad in Band Program</i>		
<b>TOTAL</b>		

Comments:

**Thank You!**

Sponsors may make checks payable to WHSBBO.

Please mail this form with your remittance to:  
 Westfield High School Band Booster Organization  
 4700 Stonecroft Blvd.  
 Chantilly, VA 20151

## Westfield High School Band Supplemental Uniform and Spirit Wear Order Form

Student's Name: \_\_\_\_\_ Parent/Guardian's Name: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Please Note:** Registration fees include one Class B Uniform Jacket, one Class B Uniform Hat, one White T-Shirt, and one Black T-Shirt.

### Supplemental Uniform Items

**Marching Band Shoes?**    Yes            No            Size: \_\_\_\_\_            

<b>TOTAL</b>

  
 Required of ALL NEW Marching Students or existing Marching Students requiring new shoes.  
 NOT Color Guard.

### Compression Undergarments (Required under Marching Uniform. May be purchased on your own.)

Enter quantity desired in your size box.

ITEM	XS	S	M	L	XL	2XL	3XL	PRICE	TOTAL QTY	TOTAL
Short Sleeve Shirt										
Shorts										
Long Sleeve Shirt										
Pants (male)										
Pants (female)										

\*\*\$5 upcharge for 2XL & 3XL Compression Undergarments >>>

Enter quantity desired in your size box.

ITEM	S	M	L	XL	2XL	3XL	PRICE	TOTAL QTY	TOTAL
<b>Extra</b> Class B Uniform Jacket									

\*\*\$3 upcharge for 2XL & 3XL Class B Jackets >>>

ITEM	PRICE	TOTAL QTY	TOTAL
<b>Extra</b> Class B Uniform Hat (one size)			

### Spirit Wear Items

Enter quantity desired in your size box.

ITEM	S	M	L	XL	2XL	3XL	PRICE	TOTAL QTY	TOTAL
Black T-Shirt									
White T-Shirt									
Polo Shirt Men									
Polo Shirt Women									
Sweatshirt									

ITEM	PRICE	TOTAL QTY	TOTAL
Black Sling Bag (one size)			

**GRAND TOTAL OF SUPPLEMENTAL UNIFORM & SPIRIT WEAR ORDER**

Make checks payable to WHSBBO (Westfield High School Band Booster Organization).

**Westfield High School**  
**2014-2015 Band Volunteer Form**  
 (Complete one form per volunteer)

Name: \_\_\_\_\_  
 Student Name: \_\_\_\_\_  
 Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Address: \_\_\_\_\_

Professional Skills (Boosters may need graphic designers, accounting, programming, carpenters, etc.):  
 \_\_\_\_\_  
 \_\_\_\_\_

The need for volunteers continues even through the High School years. Ever notice how you thought your life would be less busy once your kids were in high school?! With the number of kids involved in the Westfield HS Band program, one can only imagine it can take quite a few people to help coordinate an event. Fortunately, along with the great many talented musicians in the program, we have a great many talented and willing volunteers! All activities require a chair person (someone in charge), as well as multiple volunteers to help pull off the event; It's a great way to stay involved with your student, meet their friends and enjoy some great music! Please email [volunteers@westfieldband.org](mailto:volunteers@westfieldband.org) if you have any questions.

**FALL MARCHING BAND**

**CONCERT EVENTS**

**FUNDRAISING/OTHER**

- Registration Packet Data Entry
- FCPS Employee
- MB Uniform Fitting (need many!)
- Home Game Concessions
- MB Uniform Cleaning
- Pit Crew
- Chaperones (competitions/away games)
- Middle School Night
- Homecoming
- Senior Recognition Night
- Marching Band Banquet
- Band Camp Pool Party Volunteer
- Practice Support Parent (med bag)
- Medical Experience (Nurse, Dr., EMT)

- Concert Volunteers
- Stage Hand
- Programs
- CB Uniform Fitting
- Concessions
- Publicity
- Spring Trip Chaperone
- Band Awards
- Band Banquet

- Bulldog BBQ
- Tag Day (need many!)
- 50/50 Raffle
- Data Entry Sales
- Unload/Sort Sales
- Fill Sales Orders
- Car Wash
- Bake Sale
- Distribute Spirit Wear
- Scrip Area Coordinator
- Scholarship Committee
- Just Call Me

Notes from potential volunteer (i.e. – availability, other ideas, questions, etc.):  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

# ACKNOWLEDGEMENT PAGE

2014-2015

Please sign EACH section

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Parent Name: \_\_\_\_\_

## Participation Policy

We have read and acknowledge receipt of the Student Participation Policy For Extracurricular Activities and Athletic Programs as outlined in the Band Survival Guide.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Uniform Rental/Maintenance Agreement

I agree to comply with this Uniform Rental/Maintenance Agreement as outlined in the Band Survival Guide.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Band Survival Guide

I have read and understand the contents of the Band Survival Guide. I understand that most information is posted on the Band website [www.westfieldband.org](http://www.westfieldband.org) and emails are generally sent as a REMINDER and not as "last minute" notice.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_