

**Advanced Band 923416**  
**Wind Ensemble, PD 1**  
**Grayson Fore, Director of Bands**  
[GFore@fcps.edu](mailto:GFore@fcps.edu)

Advanced Band 923416 is the South Lakes High School Wind Ensemble. This group will study wind band literature VBODA Grade V and VI, marching band techniques, the history of musical compositions, composers, and music theory.

Our goal is to build an appreciation for music, facilitate creative learning through the interpretation of music and emotion, foster technical musical ability, promote corporate environment skills and to develop understanding of advanced musical concepts. This class is a co-curricular class and will have out of school events. Students are expected to participate in all of these events. All members are required by FCPS to participate in marching band.

**Course Materials:** All students are required to have a metronome, instrument, band uniform, band polo shirt (All uniform materials may be purchased from the SLHSBBA), Lock for locker (students must give the combination to Mr. Fore). Marching Band and Concert Band uniform. Students should look to participate in private lessons. Mr. Fore has a list of instructors available in the band room.

#### Grade

Advanced Band is a performance based class where 95% of the work is done during rehearsal and performance. It is critical for students to be present at all rehearsals and performances. It is impossible to recreate a performance or rehearsal so do your best to attend all events. If your child is present at rehearsals and performances they will be extremely successful in band.

Performance Projects	50%	Rehearsal Technique	40%	Other	10%
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South Lakes Band courses employ the standard FCPS grading scale. At any point if you wish to receive an update on your child's grade please email me at [GFore@fcps.edu](mailto:GFore@fcps.edu). Outside of interims and report cards I only issue grade reports to students who earn a grade at 85% or less. If you are attending our rehearsals and events it is difficult to a poor academic mark.

**Performance project:** All public performances fall into this category. Students will be evaluated on their attire, punctuality and proper performance. Student must remain for the duration of the concert and may not be excused after their performance is complete. Being an active member of the audience is a part of the grade for the performance project. **Students who fail to wear the appropriate uniform will be removed from the performance and will receive a zero.** All performances are extremely important and students should review their calendars to make sure they can attend. Marching Band performance dates will include all home games and competitions. Marching Band dates for this year will be (8/29/14, 9/12/14, 9/20/14, 9/27/2014, 10/10/14, 10/24/14, 10/25/14, 10/31/14, 11/1/14). Concert dates are currently set for 11/25/14, 12/16/14, 3/5/15, 3/21/15, 5/7/15, 5/28/15 and graduation. Most concerts will begin at 7:00 p.m. Student will need to be at school at 6:00 p.m. to prepare for these performances. The marching band assessment on 11/1/2014 and the concert band assessment on March 21, 2015 is considered to be the SOL test for instrumental music programs. It is an extremely important performance. Students must attend all performances to be eligible for the spring trip. Students are also expected to participate in All-District Band auditions on January 10, 2015 at McLean HS. The VBODA Solo & Ensemble event on April 25, 2015 at site TBD is optional. Students who wish to participate should notify Mr. Fore by early February.

**Required Rehearsals:** Students are required to attend all rehearsals and performances. Rehearsals and performances are graded events. Marching Band rehearsals are typically held on Tuesday nights from 5:30-8:30 p.m. and Wednesday afternoon from 2:30-5:30. Some marching band rehearsals are held on Monday or Friday as well when required. Concert Band rehearsals will begin in November and will usually run from 6:30-9:00 p.m. on Wednesday nights. These rehearsals run until the beginning of June. All students enrolled in the ensemble must attend every rehearsal. Students who have a conflict or believe

**Charms:** The South Lakes Band will start using Charms this year. Charms' is an operating system that will help track forms, financial accounts and other important information. You should have received your charms account log in at Back to Band. Please note the charms number is the same as your child's FCPS student ID. If you have any questions about Charms please email me at [GFore@fcps.edu](mailto:GFore@fcps.edu)

If you have any questions concerning the Advanced Band 923416, please contact Mr. Fore at 715-4590 or send an e-mail to [GFore@fcps.edu](mailto:GFore@fcps.edu) Additional information is available at [www.southlakesband.org](http://www.southlakesband.org)

**HONOR CODE:** South Lakes High School adheres to the *Code of Academic Integrity* (a copy was sent to parents in students' Opening of School Packet). Please read and comply with the regulations and policies.

**Social Networking Policy**

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**South Lakes High School  
COURSE INFORMATION RESPONSE SHEET**

***Directions: Please complete this form and return it to Mr. Fore***

Student's Name: \_\_\_\_\_ Grade Level: \_\_\_\_\_

Subject: Advanced Band 923416 Room# 360 Band Room.

**I have read the Course and Classroom Information document from my student's teacher, Mr. Fore. I understand the course description, curricular content, grading and assessment, classroom expectations, attendance rules, and make up work procedure. I understand the rehearsal and performance commitment. I understand that failure to participate in a performance will result in the loss of a letter grade. I have reviewed the calendar on [www.Southlakesband.org](http://www.Southlakesband.org) and my child will be at all band events.**

**My signature below gives the teacher permission to send my student's grades electronically to me when requested. This does NOT mean that I will automatically receive my student's grades electronically during the school year.**

Parent/Guardian Name  
(PRINT): \_\_\_\_\_

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

Email address: \_\_\_\_\_

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**Students must submit this completed document to the Mr. Fore by next class. Thank you.**

**Class Percussion PD 5**  
**Grayson Fore, Director of Bands**  
[GFore@fcps.edu](mailto:GFore@fcps.edu)

Class percussion is all percussion students who play with the South Lakes High School Wind Ensemble and Symphonic Band. This group will study wind band literature VBODA Grade IV- VI, marching band techniques, percussion techniques, history of musical compositions, composers, and music theory.

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**Course Materials:** All students are required to have a drum pad, SD2 snare sticks, black towel, metronome, instrument, band uniform, band polo shirt (All uniform materials may be purchased from the SLHSBBA), Lock for locker (students must give the combination to Mr. Fore). Marching Band and Concert Band uniform. Students should look to participate in private lessons. Mr. Fore has a list of instructors available in the band room.

### Grade

Class percussion is a performance based class where 95% of the work is done during rehearsal and performance. It is critical for students to be present at all rehearsals and performances. It is impossible to recreate a performance or rehearsal so do your best to attend all events. If your child is present at rehearsals and performances they will be extremely successful in band.

Performance Projects	50%	Rehearsal Technique	40%	Other	10%
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**Performance project:** All public performances fall into this category. Students will be evaluated on their attire, punctuality and proper performance. Student must remain for the duration of the concert and may not be excused after their performance is complete. Being an active member of the audience is a part of the grade for the performance project. **Students who fail to wear the appropriate uniform will be removed from the performance and will receive a zero.** All performances are extremely important and students should review their calendars to make sure they can attend. Marching Band performance dates will include all home games and competitions. Marching Band dates for this year will be (8/29/14, 9/12/14, 9/20/14, 9/27/2014, 10/10/14, 10/24/14, 10/25/14, 10/31/14, 11/1/14). Concert dates are currently set for 11/25/14, 12/16/14, 3/5/15, 3/20/15, 3/21/15, 5/7/15, 5/28/15 and graduation. Most concerts will begin at 7:00 p.m. Student will need to be at school at 6:00 p.m. to prepare for these performances. The marching band assessment on 11/1/2014 and the concert band assessment on March 20/21, 2015 is considered to be the SOL test for instrumental music programs. It is an extremely important performance. Students must attend all performances to be eligible for the spring trip. Students are also expected to participate in All-District Band auditions on January 10, 2015 at McLean HS. The VBODA Solo & Ensemble event on April 25, 2015 at site TBD is optional. Students who wish to participate should notify Mr. Fore by early February.

**Required Rehearsals:** Students are required to attend all rehearsals and performances. Rehearsals and performances are graded events. Marching Band rehearsals are typically held on Tuesday nights from 5:30-8:30 p.m. and Wednesday afternoon from 2:30-5:30. Some marching band rehearsals are held on Monday or Friday as well when required. Concert Band rehearsals will begin in November. Symphonic Band will rehearse 2:30-4:00 pm and Wind Ensemble will usually run from 6:30-9:00 p.m. on Wednesday nights. These rehearsals run until the beginning of June. All students enrolled in the ensemble must attend

every rehearsal. Students who have a conflict or believe they may have a conflict should notify Mr. Fore as soon as possible. Students who are not at rehearsals may be removed from the ensemble. All students should check [www.southlakesband.org](http://www.southlakesband.org) for the exact band calendar.

**Rehearsal Technique and Make Ups:** Students are required to participate in all public performances, All-District Band events, VBODA band events and different field trips around the county. Please try to schedule doctor/dentist appointments, music lessons or other events around our rehearsal periods. It is very difficult to conduct rehearsals or class sessions without the full participation of the band. A student's absence affects everyone in the ensemble. Work and sporting events do not count as excused absences. Any absence request for a performance must be filed 6 weeks in advance with the Performing Arts Excused Absence Form. Students are expected to make up any missed rehearsals. Please note that work or sports are not considered an excused absence.

Students can obtain an excused absence by using the Performing Arts excused absence form found in the band room or on Blackboard/charms. If a student misses a rehearsal they must come in afterschool or during a learning seminar to make up anytime. Please see the attached excused absence form and guideline for details. Students who receive excused absence can make up 100% of a grade. Unexcused absences can only make up 70% of a grade. If a student misses a concert they must submit a cd or video recording of their performance music to Mr. Fore for evaluation. Students have one day for every day they are absent to make up their work. For example: If Joey is absent from school on Wednesday and misses our night rehearsal Joey needs to make up the missed rehearsal by the close of school on Friday. Special circumstances due to illness or injury may be discussed with the director via the Excused absence form.

**Retakes:** Public performances are impossible to recreate. Students who fail to achieve an appropriate grade have the opportunity to retake the performance. Students can submit a full recording video (including rests—not just the performed passages) on a flash drive. Students should be in full performance attire and if it is a marching band event they should complete the visual components of drill movement as well. Retakes must be completed within two weeks of the performance.

**Spring Trip:** Spring trip destination this year has yet to be determined. Our targeted date is April 16-19, 2015. More information will be sent out shortly. **To be eligible for the spring trip all students must participate in Tag Day and the Citrus Sale or make alternate arrangements with the director if they have a conflict.** Fund raising opportunities will be provided to help defray the cost of the trip. Any student who may need financial assistance with band payments of any nature should see Mr. Fore. The trip is not a required element of the course, but a great opportunity to enrich our students through national assessments. All students are encouraged to attend if possible as it is an important tool for our ensembles growth.

#### **Uniforms:**

**Concert Uniform:** Gentlemen Black tuxedo jacket, pants and bow tie. Black socks and dress shoes. No sneakers. White tuxedo shirt and white undershirt (no graphics or writing). Ladies will wear long black concert dress (ordered through band) black dress shoes and pearl necklace as provided by boosters. No other jewelry. Gentleman should visit a local formal wear shop to get measurements and turn them in to Mr. Fore. Ladies measurements should be completed by the parents according to the uniform guidelines in the summer mailing packet.

**Marching Band Uniform:** Black shoes, black socks, white gloves, white T-shirt (without writing or artwork), marching uniform, hat, gauntlets and plume. Students should wear shorts underneath their band uniform. Cold weather gear, such as under armor, is advised for October games. Color should be black.

#### **IB Internship Policy**

Students are expected to attend all class and rehearsal sessions until the Spring Concert is complete. Once the Spring Concert is complete students will be approved to be absent from class for IB internship opportunities at the end of the school year.

**Charms:** The South Lakes Band will start using Charms this year. Charms' is an operating system that will help track forms, financial accounts and other important information. You should have received your charms account log in at Back to Band. Please note the charms number is the same as your child's FCPS student ID. If you have any questions about Charms please email me at [GFore@fcps.edu](mailto:GFore@fcps.edu)

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## South Lakes High School COURSE INFORMATION RESPONSE SHEET

***Directions: Please complete this form and return it to Mr. Fore***

Student's Name: \_\_\_\_\_ Grade Level: \_\_\_\_\_

Subject: Class Percussion Room# 360 Band Room.

**I have read the Course and Classroom Information document from my student's teacher, Mr. Fore. I understand the course description, curricular content, grading and assessment, classroom expectations, attendance rules, and make up work procedure. I understand the rehearsal and performance commitment. I understand that failure to participate in a performance will result in the loss of a letter grade. I have reviewed the calendar on [www.Southlakesband.org](http://www.Southlakesband.org) and my child will be at all band events.**

**My signature below gives the teacher permission to send my student's grades electronically to me when requested. This does NOT mean that I will automatically receive my student's grades electronically during the school year.**

Parent/Guardian Name  
(PRINT): \_\_\_\_\_

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

Email address: \_\_\_\_\_

**Students must submit this completed document to the Mr. Fore by next class. Thank you.**

**Intermediate Band 923315**  
**Symphonic Band, PD 6**  
**Grayson Fore, Director of Bands**  
[GFore@fcps.edu](mailto:GFore@fcps.edu)

Intermediate Band 923315 is the South Lakes High School Symphonic Band. This group will study wind band literature VBODA Grade IV and V, the history of musical compositions, composers, and music theory.

Our goal is to build an appreciation for music, facilitate creative learning through the interpretation of music and emotion, foster technical musical ability, promote corporate environment skills and to develop understanding of advanced musical concepts. This class is a co-curricular class and will have out of school events. Students are expected to participate in after school rehearsals and concerts.

**Course Materials:** All students are required to have a metronome, instrument, band uniform, band polo shirt (All uniform materials may be purchased from the SLHSBBA), Lock for locker (students must give the combination to Mr. Fore). Concert Band uniform. Students should look to participate in private lessons. Mr. Fore has a list of instructors available in the band room.

### Grade

Intermediate Band is a performance based class where 95% of the work is done during rehearsal and performance. It is critical for students to be present at all rehearsals and performances. It is impossible to recreate a performance or rehearsal so do your best to attend all events. If your child is present at rehearsals and performances they will be extremely successful in band.

Performance Projects	50%	Rehearsal Technique	40%	Other	10%
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**Performance project:** All public performances fall into this category. Students will be evaluated on their attire, punctuality and proper performance. Student must remain for the duration of the concert and may not be excused after their performance is complete. Being an active member of the audience is a part of the grade for the performance project. **Students who fail to wear the appropriate uniform will be removed from the performance and will receive a zero.** All performances are extremely important and students should review their calendars to make sure they can attend. Concert dates are currently set for 12/16/14, 3/5/15, 3/20/15, 5/7/15, 5/28/15 and graduation. Most concerts will begin at 7:00 p.m. Student will need to be at school at 6:00 p.m. to prepare for these performances. The concert band assessment on March 20, 2015 is considered to be the SOL test for instrumental music programs. It is an extremely important performance. Students must attend all performances to be eligible for the spring trip. The VBODA Solo & Ensemble event on April 25, 2015 at site TBD is optional. Students who wish to participate should notify Mr. Fore by early February.

**Required Rehearsals:** Students are required to attend all rehearsals and performances. Rehearsals and performances are graded events. Concert Band rehearsals will begin in November and will usually run from 2:30-4:00 p.m. on Wednesday afternoon. These rehearsals run until the beginning of June. All students enrolled in the ensemble must attend every rehearsal. Students who have a conflict or believe they may have a conflict should notify Mr. Fore as soon as possible. Students who are not at rehearsals may be removed from the ensemble. All students should check [www.southlakesband.org](http://www.southlakesband.org) for the exact band calendar.

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#### **IB Internship Policy (seniors)**

Students are expected to attend all class and rehearsal sessions until the Spring Concert is complete. Once the Spring Concert is complete students will be approved to be absent from class for IB internship opportunities at the end of the school year.

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Subject: Intermediate Band 923315 Room# 360 Band Room.

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(PRINT): \_\_\_\_\_

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

Email address: \_\_\_\_\_

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**Wind Ensemble, PD 6**  
**Grayson Fore, Director of Bands**  
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#### **Grade**

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**Spring Trip:** Spring trip destination this year has yet to be determined. Our targeted date is April 16-19, 2015. More information will be sent out shortly. **To be eligible for the spring trip all students must participate in Tag Day and the Citrus Sale or make alternate arrangements with the director if they have a conflict.** Fund raising opportunities will be provided to help defray the cost of the trip. Any student who may need financial assistance with band payments of any nature should see Mr. Fore. The trip is not a required element of the course, but a great opportunity to enrich our students through national assessments. All students are encouraged to attend if possible as it is an important tool for our ensembles growth.

#### **Uniforms:**

**Concert Uniform:** Gentlemen Black tuxedo jacket, pants and bow tie. Black socks and dress shoes. No sneakers. White tuxedo shirt and white undershirt (no graphics or writing). Ladies will wear long black concert dress (ordered through band) black dress shoes and pearl necklace as provided by boosters. No other jewelry. Gentleman should visit a local formal wear shop to get measurements and turn them in to Mr. Fore. Ladies measurements should be completed by the parents according to the uniform guidelines in the summer mailing packet.

**Marching Band Uniform:** Black shoes, black socks, white gloves, white T-shirt (without writing or artwork), marching uniform, hat, gauntlets and plume. Students should wear shorts underneath their band uniform. Cold weather gear, such as under armor, is advised for October games. Color should be black.

#### **IB Internship Policy**

Students are expected to attend all class and rehearsal sessions until the Spring Concert is complete. Once the Spring Concert is complete students will be approved to be absent from class for IB internship opportunities at the end of the school year.

**Charms:** The South Lakes Band will start using Charms this year. Charms' is an operating system that will help track forms, financial accounts and other important information. You should have received your charms account log in at Back to Band. Please note the charms number is the same as your child's FCPS student ID. If you have any questions about Charms please email me at [GFore@fcps.edu](mailto:GFore@fcps.edu)

If you have any questions concerning the Advanced Band 923415, please contact Mr. Fore at 715-4590 or send an e-mail to [GFore@fcps.edu](mailto:GFore@fcps.edu) Additional information is available at [www.southlakesband.org](http://www.southlakesband.org)

**HONOR CODE:** South Lakes High School adheres to the *Code of Academic Integrity* (a copy was sent to parents in students' Opening of School Packet). Please read and comply with the regulations and policies.

**Social Networking Policy**

Never tag other people in photos or videos of South Lakes High School Band events on Facebook or any other social networking site. Identifying others, besides yourself, creates the potential for privacy violations, and could require us to eliminate pictures and videos at performances. Do not post any videos or recordings without the proper consent.

## South Lakes High School COURSE INFORMATION RESPONSE SHEET

***Directions: Please complete this form and return it to Mr. Fore***

Student's Name: \_\_\_\_\_ Grade Level: \_\_\_\_\_

Subject: Advanced Band 923416 Room# 360 Band Room.

**I have read the Course and Classroom Information document from my student's teacher, Mr. Fore. I understand the course description, curricular content, grading and assessment, classroom expectations, attendance rules, and make up work procedure. I understand the rehearsal and performance commitment. I understand that failure to participate in a performance will result in the loss of a letter grade. I have reviewed the calendar on [www.Southlakesband.org](http://www.Southlakesband.org) and my child will be at all band events.**

**My signature below gives the teacher permission to send my student's grades electronically to me when requested. This does NOT mean that I will automatically receive my student's grades electronically during the school year.**

Parent/Guardian Name  
(PRINT): \_\_\_\_\_

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

Email address: \_\_\_\_\_

**Please submit this completed document by next class. Thank you.**

## SLHS Band Fall 2014 Forms Packet Instructions

Welcome to the SLHS Band Program for 2014-2015! We are looking forward to a great year. As always, our first and last responsibility is the safety and care of our students, and for that, we need your assistance. These instructions provide an overview of the forms, fees, and deadlines for participation in this year's SLHS Band Programs. Please read carefully and then complete and submit all forms and fees by their respective deadlines. If you have any questions, please contact Grayson Fore, SLHS Director of Bands, at [gfore@fcps.edu](mailto:gfore@fcps.edu).

In addition to the instructions regarding the forms packet, please make note of the following important information:

- **Back to Band Night – Tuesday, August 26<sup>th</sup>, 6:30-8:00 pm, SLHS Cafeteria - Attendance at Back to Band is required for at least one parent from each band family,** (and any students who are missing forms requiring their signature). We will provide an overview of the 2014-15 SLHS Band Program and you will have an opportunity to complete and turn in any missing forms and to make any payments needed. A notary public will be available to notarize any OTC Medication Forms.
- **Charms** – Charms Office Assistant is the web-based application (mobile apps available too!) that we use to manage band information and communicate with band students and families. Due to new FCPS policies for booster organizations, we are in the midst of moving to a new, FCPS-provided Charms site. We hope that it will be up and running on or near July 1<sup>st</sup>. As soon as it is available, we will send out detailed login instructions so that you can view and update your student's information and make payments—watch your email for news. Charms will be our primary means of communication with band families, so it is critical that your information be complete and correct in Charms and that you check Charms regularly. Our rehearsal and events calendar will be maintained only in Charms this year, and you will be able to see all payments due and make payments via Charms, so please visit regularly.

### **Which Forms and Fees Apply?**

We recognize that parents are not necessarily familiar with the relationship among courses (and course names/numbers), ensembles, and the forms and fees that apply. Please note the following in determining which forms and fees apply to your student:

- Marching Band students include all wind players enrolled in Advanced Band (Course #'s 923415 and 923416), all percussionists enrolled in Percussion Ensemble (Course # 925105), and all color guard members enrolled in Ensembles (Course # 925032)
- Concert Band students include all percussionists and all wind players in Wind Ensemble and Symphonic Band – this encompasses students enrolled in Advanced Band (Course #'s 923415 and 923416), Intermediate Band (Course #923315) and Percussion Ensemble (Course # 925105)
- Percussion Ensemble students include all percussionists – they are enrolled in Percussion Ensemble (Course # 925015)
- Jazz Band includes students enrolled in Jazz Ensemble (Course # 924015)

### **Required Forms**

The table below lists the forms that are required for participation in the South Lakes band program, the students to whom each form applies, and the deadline for submitting the forms. The FCPS forms are available on the internet using the links provided; the remaining forms are included in this packet.

## SLHS Band Fall 2014 Forms Packet Instructions

Details on how to submit forms are provided following the table. Despite varying due dates, please turn all applicable forms in as soon as possible.

Form	Applies To	Deadline
Emergency Care Information <a href="http://www.fcps.edu/it/forms/se3.pdf">http://www.fcps.edu/it/forms/se3.pdf</a>	All SLHS Band Students <i>All SLHS Band students must complete this form at the start of the school year. It is required for all students who will be participating in any school activities and must be completed prior to the start of the school year.</i>	Marching Band: 8/11/14 Concert Band only: 9/5/14
Marching Band Field Trip Form	All Marching Band students	8/11/14
Student Directory & Releases Form	All SLHS Band students	8/26/14
Uniform Form	All SLHS Band students	Marching Band: 8/11/14 Concert Band only: 9/5/14
FCPS Participation Policy Form	All SLHS Band Students. Will be distributed as soon as FCPS releases the form.	9/5/14
Concert Band Field Trip Form	All Symphonic Band, Wind Ensemble, and Percussion Ensemble students	9/5/14
Percussion Form (See Mr. Fore for form)	All Percussion Ensemble students. This will not be logged through charms, but SLHS.	9/12/14
Instrument Rental Forms (see Mr. Fore for the form, if needed)	Students renting an instrument from the school. This will not be logged through charms, but SLHS.	9/12/14
Over the Counter Medication Form <i>NOTE: Must be notarized</i>	Any SLHS Band student who would like to be able to receive OTC medications as needed while on band trips. This form is not required; however, without it, students will not have access to OTC medication while on band trips.	A notary public will be available at Back to Band Night (8/26/14) to notarize forms
SLHS Band Financial Aid or Payment Plan Form	Any SLHS band student qualifying for free/reduced meals, needing a payment plan, or seeking a scholarship to defray costs due to financial need.	Contact Mr. Fore prior to fee due date.
Epinephrine Authorization Form <a href="http://www.fcps.edu/it/forms/se64.pdf">http://www.fcps.edu/it/forms/se64.pdf</a>	Any student who needs to carry an Epi-pen on a band trip. Physician's signature required. Can be a copy of the form you provide to the school clinic. Please have the physician check the "self carry" box.	At least 1 week prior to first band trip
Inhaler Authorization Form <a href="http://www.fcps.edu/it/forms/se65.pdf">http://www.fcps.edu/it/forms/se65.pdf</a>	Any student who needs to carry an inhaler on a band trip. Physician's signature required. Can be a copy of the form you provide to the school clinic. Please have the physician check the "self carry" box.	At least 1 week prior to first band trip
Medication Authorization Form <a href="http://www.fcps.edu/it/forms/se63.pdf">http://www.fcps.edu/it/forms/se63.pdf</a>	Any student who requires medication <i>not authorized via the OTC Medication Form above</i> while on a band trip. Used for OTC medications (parent signature only) and prescription medications (requires physician signature except for antibiotics and antivirals).	At least 1 week prior to first band trip on which meds are needed

## SLHS Band Fall 2014 Forms Packet Instructions

### Options for turning in forms:

Please turn in your forms using one of the following methods:

- PREFERRED - Mail to SLHS C/O G. Fore 11400 South Lakes Drive, Reston, VA 20191 by 8/1/14 (Send early enough that forms are not still in transit when needed the first day of summer marching band rehearsal.)
- Bring to marching band summer rehearsal on 8/11/14
- Bring to Back to Band Night at 6:30pm on 8/26/14
- Put in the forms box in the band room

We recommend that you make a copy of your forms before submitting.

### Required Fees & Payment Options

The following table summarizes the fees for 2014-2015 and the students to whom they apply. See the form titled *School Music Program Finance Information And Policies For School Year [2014-2015]* for more information on each fee/payment, and for details on submitting payments. The preferred payment option is to pay via credit card on Charms (via the FCPS SchoolPay system), but other options are available. See the *SLHS Band Financial Aid or Payment Plan Form* if you require financial assistance or wish to request a payment plan.

Fee/Payment	Applies To	Deadline
Marching Band Course Materials Fee - \$258	All Marching Band members (including Color Guard)	8/1/14 (or in 2 installments of \$125 due 8/1/14 and 9/1/14)
Marching Band Accessories - Shoes - \$37	All <b>new</b> Marching Band members (including Color Guard), and any others whose shoes need replacing	8/1/14
Concert Band Course Materials Fee - \$42	All Symphonic Band, Wind Ensemble, and Percussion Ensemble members	9/1/14
Concert Band Accessories - Girls Concert Uniform - \$115	All <b>new</b> Symphonic Band, Wind Ensemble, and Percussion Ensemble members, and any others whose concert uniform needs replacing	Girls: 9/1/14
Concert Band Accessories - Boys Concert Uniform - \$120		Boys: purchase on your own at Fair Lakes Men's Wearhouse by 10/1/14
Concert Band Accessories - Band Polo Shirt - \$21	All <b>new</b> SLHS Band Program members, and any others whose Band Polo needs replacing.	9/1/14
Instrument Rental Fee - \$92	Any students renting an instrument from the school. This will be not be logged through charms, but through SLHS. Forms are available through Mr. Fore	9/12/14
Percussion Instrument Fee - \$52	All Percussion Ensemble students. This will be not be logged through charms, but through SLHS. Forms are available from Mr. Fore	9/12/13
Jazz Band Course Materials Fee - \$21	All Jazz Band members	10/1/14

**School Music Program  
Finance Information and Policies  
For School Year [2014-2015]**

The South Lakes Band Boosters has entered into a Memorandum of Agreement with Fairfax County Public Schools (FCPS) to collect fees for required FCPS course materials and FCPS sponsored optional activities. FCPS will not charge students a fee for any mandatory aspect of the South Lakes Band Program except for musical instruments and course material fees which are permitted by Virginia Department of Education (VDOE) regulations. Schools or booster organizations cannot require a student to pay fees for course materials in excess of the amount approved by the School Board in Notice 5922, Revenue, Tuition, and Fees – Student Fees. As a result of the agreement with FCPS, we have restructured the types and manner of payments collected. The new fee structure will be effective for the 2014-2015 school year.

**Fee Structure**

The new structure includes required Course Materials Fees and FCPS sponsored optional Activity Fees. Course materials fees cover consumable materials associated with a course and are a required element of that course. FCPS sponsored optional activity fees are charged in connection with a particular activity and cover some or all of the actual costs of that activity. Participation in the particular activity is optional but if a student decides to participate in the activity, payment of the activity fee is required. Any fees collected that exceed actual cost of materials or activities must be refunded to the parent.

**NOTE: This document provides only an overview the fees and deadlines. For detailed information on uniform and accessory measurements and procedures, please see the SLHS Band Uniform Form.**

Fees and Expenses	Marching Band	Concert Band
<p><b>South Lakes Band Program Course Materials Fee</b> This fee is similar to required fees paid for certain other FCPS classes. It covers course materials related to the course. Examples of the materials eligible to be covered by this fee include: uniform purchases and maintenance, the drill book, music/choreography for the show, band t-shirt, instrument accessories, equipment repairs, music, and food during instructional activities. Included in the Marching Band fee is \$25 that will be allocated to a uniform replacement reserve fund.</p>	<p>Due by 8/1/14 <b>\$258</b></p> <p><i>Note: May be paid in 2 installments of \$129 due 8/1 and 9/1 if necessary.</i></p>	<p>Wind Ensemble or Symphonic Band Due by 9/1/14 <b>\$42</b></p>
		<p>Jazz Band Due by 10/1/14 <b>\$11</b></p>
<p><b>South Lakes Band Program FCPS Sponsored Optional Activity Fee</b> This is an FCPS sponsored optional activity fee that students are expected to pay if they choose to participate in the South Lakes Band Program Spring Trip. While this optional trip is not a required component of any course, most students generally choose to participate. Trip or activity fees are determined and assessed based on the estimated costs of the trip (transportation, hotel, certain meals, etc.) and the number of students participating. The trip is normally selected in the fall, at which point trip costs and deadlines will be communicated to all students.</p>		<p>Typically due in installments in the fall and spring. <b>\$TBD (fall)</b></p>

Fees and Expenses	Marching Band	Concert Band
<p><b>South Lakes Band Program Accessories – Purchased through SLHS</b>            Certain uniform accessory items have to be purchased separately by the students as needed. Examples of these items include marching band and color guard shoes, band polos, and the girls’ concert uniforms. These items will be purchased by the SLHS Band Program.</p> <p><i>Students who already have these items that still fit and are in good condition do <b>NOT</b> need to purchase new items.</i></p>	<p>Marching shoes (all MB members)            Due by 8/1/14  <b>\$37</b></p>	<p>Band Polo            Due by 9/1/14  <b>\$21</b></p> <p>Girls’ Concert Dress            Due by 9/1/14  <b>\$112</b></p>
<p><b>South Lakes Band Program Accessories – Purchased individually</b>            Certain uniform accessory items have to be purchased separately by the students as needed. Examples of these items include boys’ concert uniforms, socks, dress shoes, and cold weather gear. Families will purchase these items on their own. See the SLHS Band Uniform Form for details on where and how.</p> <p><i>Students who already have these items that still fit and are in good condition do <b>NOT</b> need to purchase new items.</i></p>	<ul style="list-style-type: none"> <li>• Black socks</li> <li>• Black cold weather gear</li> <li>• Color guard accessories as needed</li> </ul>	<p>Boys’ Concert Uniform            Order by 10/1/14  <b>\$120</b></p> <ul style="list-style-type: none"> <li>• Black socks (boys)</li> <li>• Black dress shoes (both)</li> </ul>
<p><b>South Lakes Band Program Uniform/Accessories – Replacement Costs</b>            Students must reimburse the SLHS Band Program for provided uniform items that are lost or damaged, or required accessories that are provided to students who arrive at performances without them. Examples of these items include marching uniform items, gloves, socks, bow ties, pearls, band polos, show t-shirts, etc.</p>	<p>Jacket - \$250            Bibs - \$90            Shako - \$45            Plume - \$30            Gauntlets - \$50            Gloves - \$5            Socks - \$5            t-shirt - \$5</p>	<p>Pearls - \$5            Girls’ Jacket - \$35            Girls’ Dress - \$65            Socks - \$5            Bow tie - \$?            t-shirt - \$5            Polo shirt - \$20</p>
<p><b>Musical Instrument Rental Fee</b>            This required fee only applies to students who play school-owned instruments and covers maintenance costs of those school-owned instruments. Forms can be obtained from Mr. Fore. These rental contracts are run through the FCPS-SLHS-Band account. Payment must be in the form of a check, money order or cash. Receipts provided upon request. They will not appear in Charms.</p>	<p>Instrument Rental            Due 9/12/14  <b>\$92</b></p>	
	<p>Percussion Fee            Due 9/12/14  <b>\$52</b></p>	
<p><b>Individual Performance Events</b>            There are opportunities throughout the school year for individual students to choose to audition and/or participate in other bands. Examples include the All-District or All-State Band and the Solo and Ensemble Festival. Audition or participation fees are often assessed for these opportunities by the sponsoring organization. Such fees are not established by the SLHS Band Program, but the SLHS Band Program often assists in the collection of these fees from individuals who elect to participate and the submission of one group payment to the respective sponsoring organization. These fees are communicated at the time other information about these opportunities is communicated.</p>	<p><b>TBD</b></p>	



## Payment Policies

Payments may be made via credit card, cash, or check as described below. Please note that payments due prior to the start of summer marching band rehearsals (when students begin having access to the band room) will need to be made via credit card on Charms or through the SLHS Main Office (during hours the main office is open and the School Finance Officer is available—please call the Main Office for confirmation). ***Please print, complete and submit the Payment Coupon with any cash, check or money order payments. The Payment Coupon is available under Handouts & Files in Charms.***

- **Credit Card payments** are made through Charms. After making your payment, please log back into Charms to ensure that your payment appears within your student account.
- **Payments made by check** should have a payment coupon attached and be placed in the lockbox within the band room. If paying by check, please make the check payable as instructed for the particular payment and write the name of the student and the name of the fee being paid in the memo line of the check. Please note that a fee will be assessed for any returned checks. Such fee will be the actual amount charged by the bank related to the returned check, not to exceed \$50.
- **If paying by cash**, please put the money in an envelope with a payment coupon and write the name of the student and the name of the fee being paid (i.e. Tom Smith, Spring trip fee) and take the envelope to the front office of the school and give it to Ms. Lukehart, the SLHS School Finance Officer. A receipt will be given to you acknowledging the cash payment. **NO CASH PAYMENTS SHOULD BE DEPOSITED INTO THE LOCKBOX IN THE BAND ROOM.**

## Refunds

Typically fees paid are non-refundable once commitments and purchases have been made. These refund policies will be communicated separately as they relate to individual activities.

Students and parents may login to their student account in CHARMS at any time to view fees and balances due.

## Financial Assistance

*Financial assistance is available for those in need of such assistance.* Requests for financial assistance should be made directly to the Band Director prior to the due date for the related fee using the SLHS Band Financial Aid or Payment Plan Form.

## For Additional Information

### Notice 5922, Revenue, Tuition, and Fees – Student Fees -

<http://www.boarddocs.com/vsba/fairfax/Board.nsf/goto?open&id=867SSM2AA9DC>

### Information on Free and Reduced Price Meals

<http://www.fcps.edu/fs/food/serve/free-reduced.shtml>

# FAIRFAX COUNTY PUBLIC SCHOOLS (FCPS) PARTICIPATION POLICY

## STUDENT ACTIVITIES

### 2014 -2015

#### **Introduction**

Extracurricular activities, co-curricular requirements, and interscholastic athletic programs, collectively "Student Activities", are a part of the total school program and provide opportunities for students to supplement their classroom experiences. Participation in student activities is a privilege, not a right. School administrators may declare a student ineligible to participate in Student Activities in total or in part, to include any performance or representation of the school or FCPS, for inappropriate conduct regardless of whether that conduct occurs during the school day, evenings, weekends, or holidays. Inappropriate conduct includes but is not limited to conduct in violation of: rules and agreements established between students and their coaches, sponsors, or teachers; a school's local student behavior guidelines; VHSL rules; or the current version of FCPS Regulation 2601, Student Rights and Responsibilities (SR&R). Students may exercise the complaint procedures in SR&R to express disagreement with decisions regarding participation in student activities; however, a school administrator's decision to declare a student ineligible to participate in Student Activities will not be delayed while the student pursues his or her complaint right.

Coaches and sponsors will distribute activity rules and policies at the beginning of each season and may supplement those rules and policies thereafter, as appropriate. Coaches and sponsors will discuss and clarify their expectations regarding school-wide participation policies and the particular activity's rules and commitments. Students are required to comply with these rules and, may forfeit their privilege to participate if they violate those rules or this policy.

Co-curricular requirements that occur outside regular school hours as extensions of classes will have written procedures governing graded, alternative assignments. These written procedures will be included in course handouts, syllabi, and/or grading design. Should a student be declared ineligible to represent the school at public performances and/or events, these alternative assignments will replace public, outside regular school hours requirements associated with the class. As such, the student will suffer no academic penalty as a result of being declared ineligible to participate.

#### **Virginia High School League Eligibility**

The eligibility of any student who is reassigned to a different school following disciplinary proceedings for prohibited conduct and who seeks to participate in any activity, including interscholastic athletics, governed by the Virginia High School League (VHSL) is subject to:

- SR&R.
- Compliance with VHSL rules.
- Minimum 30-school day waiting period beginning with the first date on which the student began attending classes at the school of reassignment.
- No participation in practices during the waiting period and no same-season waivers.
- Approval of the principal of the school of reassignment, including verification that the student is in good standing. The student's eligibility is neither assured nor guaranteed but, rather, is dependent on the student's positive conduct and citizenship. It is the responsibility of the student to initiate the process of securing VHSL eligibility in order to participate in VHSL activities.
- For further information regarding VHSL eligibility and activities, see the VHSL website, [www.vhsl.org](http://www.vhsl.org).

#### **Section A.**

#### **Alcohol, Tobacco, Smoking Devices, Other Drugs and Steroids**

#### **Alcohol, Tobacco, Other Drugs and Performance Enhancing Steroids**

Students will not participate in Student Activities if they violate the provisions of this policy related to alcohol, tobacco, smoking devices (to include nicotine vapor products, alternative nicotine products, electronic cigarettes and Hookah pens; all of which are collectively referred to herein as "tobacco products") other drugs, and performance enhancing steroids.

- Students may not possess, use, sell, give, or otherwise transmit or be under the influence of any illegal drug or alcoholic beverage, the possession of which is prohibited by law.
- Possession or use of any tobacco product is prohibited.

- Students are expected not to put themselves in compromising situations where illegal drugs are present, or where alcohol or tobacco products are being offered to, or used, by under aged individuals, or where legal drugs (to include prescription medication) are being used illegally or abused. If students are at a party or other event where this is occurring, they are expected to leave or they are subject to being declared ineligible to participate in Student Activities for 15 calendar days.
- If it is determined that a student has unlawfully used performance-enhancing steroids, the student is subject to consequences under VHSL rules, in compliance with Virginia Code Section 22.1-276.3, which in summary bans an offending student from interscholastic athletic competition for a 2 year period.

### **Mandatory Consequences for the Use or Possession of Tobacco, Other Drugs, and Performance-Enhancing Steroids**

#### **Alcohol, Tobacco and Other Drugs**

In addition to any additional consequences detailed in SR&R, students who possess or use alcohol, tobacco, other drugs, or performance-enhancing steroids, whether on or off school property, are subject to the following mandatory consequences related to Student Activities.

#### **First offense during a school year:**

The student:

- Will be ineligible to participate for 30 calendar days in club events, games, performances, productions, and co-curricular course activities that occur outside school hours and are open to the public.
- Must participate in a Community Services Board (CSB) substance abuse or equivalent assessment (if applicable).
- May practice and attend events (non dress/ performance/compete) unless the student is suspended from school or otherwise declared ineligible to participate.
- May try out for new season, unless suspended from school or otherwise declared ineligible to participate.

#### **Second offense during a school year:**

The student:

- Will be declared ineligible to participate in Student Activities for the remainder of the school year and from all student extracurricular activities and co-curricular course activities that occur outside school hours and are open to the public.
- Must participate in a (CSB) substance abuse or equivalent assessment (if applicable).

#### **For performance-enhancing steroids-any offense:**

- If it is determined that a student has unlawfully used performance-enhancing steroids, the student is subject to consequences under VHSL rules, in compliance with Virginia Code Section 22.1-276.3, which in summary bans an offending student from interscholastic athletic competition for a 2 year period.

Students and/or their parents may appeal actions pursuant to this policy taken by a coach, sponsor, or teacher. The first level of appeal is to the Director of Student Activities or other administrator as designated by the principal. The second level of appeal is to the Principal. Decisions rendered under this policy cannot be appealed beyond the principal, whose decision is final. School officials will send a written decision to the parent within two school days of the appeal.

Students charged with a crime in the community that are required to be reported to the principal by Court officials, or for crimes involving violence, tobacco, alcohol, or any other prohibited substances may be declared ineligible to participate in Student Activities unless or until the charges are dismissed or the student is found not guilty. Students must promptly report any such charges to the coach, sponsor, or teacher who will present the facts as known to the school administrator. Failure to report such a charge may result in a student being declared ineligible to participate in - Student Activities for the remainder of the school year. In the event the charges are dismissed or the student is judged not guilty, the student shall be reinstated in Student Activities.

## **Section B**

### **General Student Standards of Conduct**

#### **Other Behaviors**

Students may not participate in Student Activities if they engage in other prohibited conduct as outlined in FCPS Student Rights and Responsibilities Regulation 2601 and the Code of Virginia.

- Students suspended from school (in-school or out-of-school suspension) will not be permitted to participate in Student Activities while suspended.

- Students assigned detention by teachers and/or administrators must report the detention to their coach, sponsor, or co-curricular teacher. The coach, sponsor, or co-curricular teacher will determine any additional action to be taken according to the activity rules given to students.
- Students will not engage in hazing or harassment. Where such misconduct results in bodily injury to a student, offender(s) are subject to criminal prosecution and to disciplinary consequences outlined in SR&R, in accordance with Virginia law. School officials may recommend suspension and/or expulsion in any case of hazing or harassment, and students who violate this rule will lose participation privileges for Student Activities for the remainder of the school year.

**Attendance Policy**

- Students must be present in school and in good standing the entire day in order to be eligible to participate in any after-school Student Activities scheduled on that day. Exceptions to this standard may be made with the prior approval of the principal or her/his designee.

**Consequences and Procedures when Students Violate the FCPS Participation Policy**

If the school determines that a student who is participating in Student Activities has violated the terms of this policy, the student will be subject to consequences. Prior to making such a determination and imposing any consequence, the coach, sponsor, teacher, and/or school official shall give the student the opportunity to explain his/her actions

The school administration shall record in writing the factors that lead to its conclusion, shall stipulate the consequence(s) to be administered, and shall recommend other interventions, such as a CSB assessment, if applicable.

Students and/or their parents may appeal actions pursuant to this policy taken by the coach, sponsor, or teacher. The first level of appeal is to the Director of Student Activities or other administrator designated by the principal. The second level of appeal is to the Principal. Decisions rendered under this policy cannot be appealed beyond the principal, whose decision is final. The school administration will send a written decision to the parent within two school days of the appeal hearing.

Students charged with a crime in the community may be suspended from participation in all Student Activities unless or until the charges are dismissed or the student is found not guilty. Students must report any such incidents to the coach, sponsor, or teacher, who will present the facts as known to the school administrator. Failure to report such an incident may result in exclusion from participation in these Student Activities for the remainder of the school year. In the event the charges are dismissed, or the student is adjudged not guilty, the student shall be reinstated in Student Activities.

**ACKNOWLEDGEMENT PAGE  
2014-2015**

**We have read and acknowledge receipt of the Student Participation Policy  
For Student Activities**

**Student's Printed Name** \_\_\_\_\_

\_\_\_\_\_  
**Student's Signature**

\_\_\_\_\_  
**Grade**

\_\_\_\_\_  
**Parent's/Guardian's Signature**

\_\_\_\_\_  
**Date**

# 2014-2015 Band Uniform Form

*South Lakes High School*

**Please see the Finance Information and Policies form for information on costs/fees, deadlines, and how to make payments.**

<b>Student Name:</b>	
<b>Parent Name(s):</b>	
<b>Parent Email(s):</b>	<b>Parent Phone(s):</b>
<input type="checkbox"/> Male <input type="checkbox"/> New Student <input type="checkbox"/> Marching & Concert Band <input type="checkbox"/> Female <input type="checkbox"/> Returning Student <input type="checkbox"/> Only Concert Band	<b>If in Marching Band:</b> <input type="checkbox"/> Drum Major <input type="checkbox"/> Woodwind/Brass <input type="checkbox"/> Percussion <input type="checkbox"/> Color Guard
<b>T-Shirt Size: (Adult sizes)</b> included in MB fee <input type="checkbox"/> XS <input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL <input type="checkbox"/> XXL	
<b>Band Polo Shirt</b> Every band student is required to have an SLHS Band Polo shirt. paid to South Lakes HS <input type="checkbox"/> I have a band polo shirt that fits and is in good condition <input type="checkbox"/> I need a new band polo shirt.	
<b>Boys' Concert Uniform</b>	<p style="text-align: right;"><b>(tuxedo, tuxedo shirt, black bow tie) from Men's Wearhouse by October 1<sup>st</sup>, 2014.</b> Go to the Fair Lakes Men's Wearhouse at 12227 Fair Lakes Promenade Dr., Fairfax, VA 22033 (703-273-4993) to get measured, order, and pay Men's Wearhouse for your uniform. We will pick up your tuxedo and deliver it to school. Students who only need a partial uniform may order only what they need.</p> <p><input type="checkbox"/> I have a complete concert uniform that fits and is in good condition  <input type="checkbox"/> I will purchase a concert uniform by 10/1/14</p> <p>Please note: You may order a standard black tuxedo with a white, wing-tip, pleated tuxedo shirt and a black bow tie from any formalwear store, but only the Fair Lakes Men's Wearhouse will be able to honor the discounted, tax-exempt price listed in the Finance Information and Policies.</p> <p>NOTE: There will be a uniform check to ensure everyone has a proper concert uniform during the week of November 17<sup>th</sup>, 2014.</p> <p><b>Additional Student-Provided Items:</b> Students are responsible for providing black dress shoes and black dress socks to wear with their concert uniform.</p>
<b>Girls' Concert Uniform</b>	<p><b>Girls' concert uniforms will be ordered by the SLHS Band Program. Please provide the following measurements</b> (see the measurement diagram below). Girls' concert uniform cost is paid to South Lakes HS.</p> <p>Bust: _____ in.    Waist: _____ in.    Hip: _____ in.    "Hollow to Hem": _____ in.</p> <p><input type="checkbox"/> I have a complete concert uniform that fits and is in good condition  <input type="checkbox"/> I need a girl's concert uniform</p> <p>NOTE: This year our concert dresses will be sewn to order, so we MUST order early. If you require assistance with measurements, ask for help during marching band summer rehearsals, at Back to Band Night on August 26<sup>th</sup>, or during the first week of class.</p> <p><b>Additional Student-Provided Items:</b> Students are responsible for providing black dress shoes.</p>

# 2014-2015 Band Uniform Form

South Lakes High School

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

## Marching Band Uniform

**Marching Band Uniforms (jacket, bibs, hat, plume, gauntlets, gloves) are provided by the Band Program.** Students are sized at the end of the previous school year or during Marching Band Camp. Uniform rental and cleaning is covered through the Marching Band fee paid to South Lakes HS.

**Marching Shoes will be sized and ordered (for students who need them) during the first week of Marching Band Camp.** Please indicate below if you need marching shoes (i.e., if you are a new band student, or if your old shoes are lost, in poor condition, or don't fit). Those who need shoes pay the Marching Shoes cost to South Lakes HS.

- I have a pair of marching shoes that fit and are in good condition  
 I need marching shoes

**Additional Student-Provided Items:** Students are responsible for providing black socks, black shorts (worn under pants for bus changes), and black cold weather gear (Under Armor or similar shirt and pants to be worn under uniforms for cold weather performances).

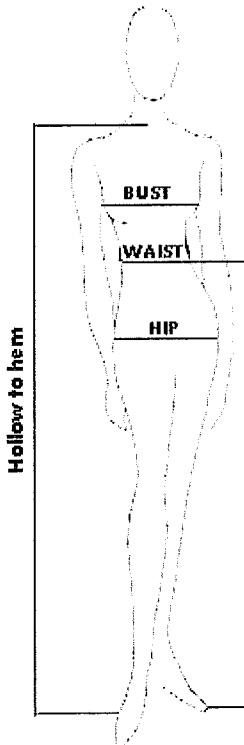
## Color Guard Uniform

**Color Guard Uniforms are provided by the Band Program.** Color Guard students will be notified when sizing will occur. The cost of Color Guard uniforms is covered in the Marching Band fee paid to South Lakes HS.

**Color Guard Shoes will be sized and ordered during the first week of Marching Band Camp.** Please be alert for shoe sizing time. Those who need shoes pay the Marching Shoes cost to South Lakes HS.

**Additional Student-Provided Items:** Color Guard students will be notified during Marching Band summer rehearsals of any required uniform accessories.

## Girls' Concert Uniform Measurement Guide



## Uniform Policies

- Marching Band uniforms are a substantial investment. Students are expected to take good care of their uniforms. Students who lose or damage uniform items will be charged a replacement fee.
- Students who arrive at a performance without required items (e.g., black socks, bow ties, pearls, gloves, etc.) may be provided with replacements by the Uniform Committee, in which case they will be charged a replacement fee for those items.



## EMERGENCY CARE INFORMATION

In case of an emergency, the school staff will contact 911.  
Every attempt will be made to contact a parent, a guardian, or a designated emergency contact.

### STUDENT INFORMATION

Last:	First:	Middle:	Date of Birth:	Gender: <input type="checkbox"/> M <input type="checkbox"/> F	Grade:
School Name:	ID No.:	Teacher or Counselor :		Bus # (AM):	Bus # (PM):
<input type="checkbox"/> Student has medical alert information on file. See page 2 for details.					

### PARENT/GUARDIAN CONTACT INFORMATION

This form is to be completed by the enrolling parent. The enrolling parent is the natural or adoptive parent or legal guardian with whom the student lives the preponderance of the school week and who enrolled the student in school.

<b>Enrolling Parent</b>	Last:	First:	Middle:	Telephone
				Home:
Number:	Street:	Apt.#:		Work:
City:			State:	Zip:
				Cell:
Relationship:		Language:		E-mail:
<input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Legal Guardian <input type="checkbox"/> Foster Parent <input type="checkbox"/> Self		<input type="checkbox"/> Resides with		

<b>Other Parent</b>	Last:	First:	Middle:	Telephone
				Home:
Number:	Street:	Apt.#:		Work:
City:			State:	Zip:
				Cell:
Relationship:		Language:		E-mail:
		<input type="checkbox"/> Resides with		

<b>Other Parent</b>	Last:	First:	Middle:	Telephone
				Home:
Number:	Street:	Apt.#:		Work:
City:			State:	Zip:
				Cell:
Relationship:		Language:		E-mail:
		<input type="checkbox"/> Resides with		

<b>Other Parent</b>	Last:	First:	Middle:	Telephone
				Home:
Number:	Street:	Apt.#:		Work:
City:			State:	Zip:
				Cell:
Relationship:		Language:		E-mail:
		<input type="checkbox"/> Resides with		

### OTHER CONTACT INFORMATION

Please list at least two people we may call if the parent(s) or guardian(s) cannot be reached in the event of an emergency. These people also have your permission to pick your child up from school during the school day.

Name of Person	Relationship	Language	Telephone
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

\* Please remember to sign page 2.



## EMERGENCY CARE INFORMATION

In case of an emergency, the school staff will contact 911.  
Every attempt will be made to contact a parent, a guardian, or a designated emergency contact.

STUDENT INFORMATION					
Last:	First:	Middle:	Date of Birth:	Gender: <input type="checkbox"/> M <input type="checkbox"/> F	Grade:
School Name:	ID No.:	Teacher or Counselor:		Bus # (AM):	Bus # (PM):
Siblings attending the same school (complete if applicable). Name(s): _____			Is Internet access available in your home for your child/children? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Declined		

CURRENT HEALTH CONDITIONS	
<p>Below check any current health condition that may require attention during the school day. <b>Also complete and submit Health Information form SS/SE-71 if your child has health conditions that require attention during the school day. See below for medical alert information currently on file.</b></p>	
<input type="checkbox"/> allergies (be specific) <input type="checkbox"/> foods _____ <input type="checkbox"/> medicines _____ <input type="checkbox"/> bee sting or insect bite _____ <input type="checkbox"/> other _____  <input type="checkbox"/> asthma <input type="checkbox"/> cancer <input type="checkbox"/> diabetes <input type="checkbox"/> hearing problems <input type="checkbox"/> hearing aid(s) <input type="checkbox"/> heart problems (be specific) _____ _____ _____ _____	<input type="checkbox"/> hemophilia <input type="checkbox"/> sickle cell anemia <input type="checkbox"/> physical disability (be specific) _____  <input type="checkbox"/> respiratory (be specific) _____ _____  <input type="checkbox"/> seizures <input type="checkbox"/> vision problems (be specific) _____ <input type="checkbox"/> glasses <input type="checkbox"/> contacts <input type="checkbox"/> other (be specific) _____ _____ _____
<p>List all medications and dosages your child receives on a continual basis:          _____          _____          _____</p>	

MEDICAL ALERT INFORMATION ON FILE
<div style="border: 1px dashed black; padding: 10px; width: fit-content; margin: 0 auto;"> <p>This space reserved for system printing of Health Information</p> </div>

PHYSICIAN INFORMATION
<p>My child's medical care is provided by: _____ (name of doctor, clinic, or HMO) _____ (telephone)</p>
<p>Does your child have health insurance? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>If yes, medical coverage is provided by: _____ (health insurance company, assistance program, HMO, etc.) _____ (telephone)</p>

First aid and emergency treatment will be provided to students in accordance with the current version of FCPS Regulation 2102 or in accordance with the student's individualized health plan.

ENROLLING PARENT OR GUARDIAN SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_





## Parent Information About the Emergency Care Information Form

### **What is the Emergency Care Information form used for?**

School staff rely on the Emergency Care Information form to provide them with information needed to (1) contact a parent or other responsible adult in the event of an emergency concerning the student; (2) assist school staff or emergency medical services in the event the student requires medical services for illness or injury; (3) respond to requests to release of the student during the school day in nonemergency situations.

### **Who is responsible for completing the Emergency Care Information form?**

This form should be completed by the enrolling parent. The enrolling parent is the natural parent, adoptive or legal guardian with whom the student lives the preponderance of the school week and who enrolled the student in school.

### **Who else should be listed in the Parent/Guardian Contact Information section of the form?**

The Parent/Guardian Contact Information section has space for a student's other natural or adoptive parent or legal guardian to be listed. A parent's contact information should be listed in the second box if the parent shares legal custody of the child with the enrolling parent. School staff will share information about the student and will release the student to a parent who has legal custody of the child. A stepparent that resides with the child may also be listed in the Parent/Guardian Contact Information section of the form.

### **Who should be listed in the Other Contact Information section of the form?**

It is very important that school staff have contact information for at least two responsible adults who can be contacted in the event of an emergency when the parents cannot be reached. Other adult family members or friends should be listed in the Other Contact Information section of the form.

Please also note that school staff will allow any person you list on this form in the Other Contact Information section to pick up the child from school during the school day in both emergency and nonemergency situations.

### **In the event of an emergency, who will the school notify?**

In the event of an emergency, school staff members will attempt to contact the enrolling parent first. If the enrolling parent cannot be reached, school staff will then attempt to reach the parent/guardian, if any. If neither the enrolling nor other parent/guardian listed can be reached, school staff shall contact the people listed in the Other Contact Information section on the Emergency Care Information form. Once a parent or designated contact is reached, staff will provide him or her with information about the student and the emergency situation and will release the student to him or her, as appropriate.

A noncustodial parent may be provided with information about the child, but staff will not release the student to him or her without the written consent of the custodial parent (Regulation 2240, III.B, and IV.F).

### **What should I do if I need to update the information on this form?**

It is extremely important that school staff have the most up to date and accurate information about your child. The enrolling parent may update information on this form at any time by either contacting the school or accessing [weCare@school](mailto:weCare@school) in the FCPS 24-7 website ([fcps.blackboard.com](http://fcps.blackboard.com)).

### **Where can I find more information about FCPS's procedures regarding the emergency care information form and first aid and emergency treatment for students?**

Please refer to FCPS Regulation 2240, Parent Participation and Decision-making and FCPS Regulation 2102, First Aid, Emergency Treatment, and Administration of Medication for Students for additional information.

# 2014-2015 Band Payment Coupon

*South Lakes High School*

Please complete and submit this payment coupon with check or cash payments for band. Check the items to which your payment applies and specify the amount to apply to each item. Not all items apply to all students. You may access your student's Charms account for account balance information. Refer to *School Music Program Finance Information and Policies For School Year [2014-2015]* for more information. Contact Mr. Fore at [gfore@fcps.edu](mailto:gfore@fcps.edu) with questions.

Cash must be hand delivered to Julie Lukehart, School Finance Officer, in the SLHS Main Office so she can issue a receipt. Check payments should be deposited in the lock box in the band room. Payments may also be made online through your student's Charms account in lieu of check or cash.

Payment Date: \_\_\_\_\_ Amount: \_\_\_\_\_ Check #: \_\_\_\_\_

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

Apply To	Item	Payable To	Total Amount	Amount To Apply
-	Marching Band Course Materials Fee	South Lakes HS	\$258	
-	Marching Band Accessories (Shoes)	South Lakes HS	\$37	
-	Concert Band Course Materials Fee	South Lakes HS	\$42	
-	Concert Band Accessories (Polo)	South Lakes HS	\$21	
-	Concert Band Accessories (Girl's Concert Dress)	South Lakes HS	\$115	
-	Jazz Band Course Materials Fee	South Lakes HS	\$11	
-	Other (please specify):			
-	Other (please specify):			
-	Other (please specify):			

## SLHS Band Financial Aid or Payment Plan Form

No student will be denied participation in general band activities because of financial concerns.

Any student who requires aid should contact the Director of Bands (Mr. Fore, [GFore@fcps.edu](mailto:GFore@fcps.edu)) prior to payment deadlines.

Students who qualify for Free/Reduced meals are eligible for reduced fees from FCPS.

Partial scholarships may be available from the SLHS Band Boosters for those demonstrating financial need. Payment plans are available to all.

All financial aid matters are held in confidence. Only the Director of Bands will know about students who qualify for Free/reduced lunch. SLHS Band Boosters Treasurer will be aware of scholarship applications or payment plans provided by the School or the SLHS Band Boosters.

To be eligible for scholarships students are required to actively participate in all Band Booster fundraising events.

I, \_\_\_\_\_, wish to apply for financial aid to assist in paying band expenses for my child, \_\_\_\_\_. Please contact me via email at \_\_\_\_\_ or by phone at \_\_\_\_\_ with information about financial aid and payment plans. I understand my child will need to participate in fundraising activities to be eligible for scholarship from the SLHS Band Boosters.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

**Return this form to Mr. Fore, if needed.**

## **Instrument Rental Information**

We are providing the forms via Charms for your convenience. All FCPS Instrument Rental contracts will be handled through South Lakes High School Finance office. Records of payments will not appear in Charms and you should not use online payments to pay for instrument rentals.

Those students who completed an instrument rental contract prior to the close of the past school year do not need to complete a new contract.

All wind students who need to rent an instrument should email Mr. Fore to make arrangements for rental for the coming school year. His email is [GFore@fcps.edu](mailto:GFore@fcps.edu). Instruments need to be logged and serial numbers recorded for wind instruments prior to the contracts being completed.

All percussion students should follow the instructions below and bring the rental contract with them to the first day of summer marching rehearsals, or mail the contract to Mr. Fore at 11400 South Lakes Drive, Reston, Va 20191 prior to August 11, 2014.

### **Percussion**

All percussion students are charged a fee of \$52.00 for the use of school equipment for the year. Students should complete the following to submit the instrument rental for the year:

1. Print out the rental contract.
2. Complete all information in the top section. List Mr. Fore as instructor.
3. Check annual under contract period.
4. In category B write in \$52.00. (Ignore all other categories).
5. Both parent and student should read and sign contract.
6. Return the contract with a separate check made payable to SLHS.

If you have any questions please contact Mr. Fore at [GFore@fcps.edu](mailto:GFore@fcps.edu)





# MEDICATION AUTHORIZATION

## Release and Indemnification Agreement

PLEASE READ INFORMATION AND PROCEDURES ON REVERSE SIDE

### PART I PARENT OR GUARDIAN TO COMPLETE

I hereby request Fairfax County Public Schools (FCPS), Fairfax County Health Department (FCHD), and School Age Child Care (SACC) personnel to administer medication as directed by this authorization. I agree to release, indemnify, and hold harmless FCPS, FCHD, SACC, and any of their officers, staff members, or agents from lawsuits, claims, expenses, demands, or actions, etc., against them for helping this student use medication, provided FCPS, FCHD, and SACC staff members comply with the physician, parent or guardian orders set forth in accordance with the provision of part II below. I have read the procedures outlined on the back of this form and assume responsibility as required.

Has the student taken this medication before?  Yes  No (If no, the first full dose must be given at home to ensure that the student does not have a negative reaction.)  
 First dose was given: Date \_\_\_\_\_ Time \_\_\_\_\_

Student Name (Last, First, Middle) \_\_\_\_\_

Date of Birth	School Name	School Year	Grade
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No School Board employee, public health nurse, or school health aide shall administer medication or treatment, as an exception under School Board policy, unless the principal or his or her designee has personally reviewed all the required clearances.

Parent or Guardian Signature \_\_\_\_\_ Daytime Telephone \_\_\_\_\_ Date \_\_\_\_\_

### PART II PARENT OR GUARDIAN TO COMPLETE AND SIGN FOR OVER-THE-COUNTER MEDICATION FOR RELIEF OF SYMPTOMS FOR HEADACHE, MUSCLE ACHE, ORTHODONTIC PAIN, OR MENSTRUAL CRAMPS AND FOR ANTIBIOTIC AND ANTIVIRAL MEDICATION. PHYSICIAN MUST COMPLETE AND SIGN FOR ALL OTHER MEDICATIONS.

The Fairfax County Health Department and Fairfax County Public Schools discourage the use of medication by students in school during the school day. Any necessary medication that possibly can be taken before or after school should be so prescribed. Injectable medications are not administered in schools except in specific emergency situations. School personnel will, when it is absolutely necessary, administer medication during the school day and while participating in outdoor education programs and overnight field trips and school crisis situations according to the procedures outlined on the back of the form. Information should be written in lay language with no abbreviations.

Diagnosis \_\_\_\_\_

Medications \_\_\_\_\_

If medication is given on an as-needed basis, specify the symptoms or conditions when medication is to be taken and the time at which it may be given again.

Dosage to be given at school or SACC, (e.g. mg , ml, or cc)	Time(s) or interval between times to be given
---	---

Effective date <input type="checkbox"/> Current School Year <input type="checkbox"/> From _____ To _____	If the student is taking more than one medication at school, list sequence in which medications are to be taken
---	---

Physician Name (Print or Type)	Physician Signature	Telephone or Fax	Date
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Parent or Guardian Name (Print or Type) (Not required if physician signs)	Parent or Guardian Signature	Telephone	Date
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### PART III PRINCIPAL OR PRINCIPAL DESIGNEE TO COMPLETE

Check  as appropriate

Parts I and II above are complete including signatures. (It is acceptable if all items in part II are written on the physician's stationery or a prescription pad.)

Medication is appropriately labeled. \_\_\_\_\_ Date by which any unused medication is to be collected by the parent.  
(Within one week after expiration of the physician order or on the last day of school.)

Principal or Designee Signature \_\_\_\_\_ Date \_\_\_\_\_

Information from the Fairfax County Public Schools student scholastic record is released on the condition that the recipient agrees not to permit any other party to have access to such information without the written consent of the parent, guardian, or eligible student.

## PARENT INFORMATION ABOUT MEDICATION PROCEDURES

1. Medications should be taken at home whenever possible so that the student will not lose valuable classroom time or have a shortened lunch period. Any medication taken in school or SACC must have a parent or guardian-signed authorization; some medications also require physician orders. Medication must be kept in the school health room or other school-approved location during the school day. **The parent or guardian must transport medications to and from school, except a high school student may carry an over-the-counter medication to and from the school health room.**
2. No medication will be accepted by school or SACC personnel without receipt of completed and appropriate medication forms.
3. A physician may use office stationery or a prescription pad in lieu of completing part II. Include the following information written in lay language with no abbreviations:
  - Name of student
  - Date of birth
  - Reason for medication or diagnosis
  - Name of medication
  - Exact dosage to be taken in school, (e.g. milligrams per tablet, milligrams per ml/cc) as applicable
  - Time to take medication and frequency or exact time interval dosage is to be administered
  - Sequence in which the medications should be taken in cases where more than one medication is prescribed
  - If medication is given on an as-needed basis, specify the exact conditions or symptoms when medication is to be taken and the time at which it may be given again. ("Repeat as necessary" is unacceptable.)
  - Duration of medication order or effective dates
  - Physician's signature
  - Date
4. All prescription medications, including physician's prescription drug samples, **must** be in their original containers and labeled by a physician or pharmacist. An over-the-counter medication **must** be in the original container with the name of the medication visible. The parent or guardian must label the original container with the following:
  - Name of student
  - Exact dosage to be taken in school (e.g. milligrams per tablet, milligrams per ml/cc)
  - Frequency or time interval dosage is to be administered
5. **The first dose of any new medication must be given at home.**
6. The parent or guardian is responsible for submitting a new form to the school and to SACC at the start of the school year and each time there is a change in the dosage or in the time at which medication is to be taken.
7. Medication kept in the school will be stored in a locked area accessible only to authorized personnel.
8. Within one week after expiration of the effective date on the physician order, or on the last day of school, the parent or guardian must personally collect any unused portion of the medication. Medications not claimed within that period will be destroyed.
9. The student is to come to the school health room, or to a predetermined location, at the prescribed time to receive medication. Parents should develop a plan with the student to ensure that the student goes to the school health room at the appropriate time. **Medication can be given no more than one half hour before or after the prescribed time.**
10. The Fairfax County Health Department, Fairfax County Public Schools, and Fairfax County School Age Child Care do not assume responsibility for authorized medication taken independently by the student.
11. In no case may any health, school, or SACC staff member administer any medication outside the framework of the procedures outlined here and/or in FCPS regulations.



# EPINEPHRINE AUTHORIZATION

PLEASE READ INFORMATION AND PROCEDURES ON REVERSE SIDE

## PART I PARENT OR GUARDIAN TO COMPLETE

I hereby authorize Fairfax County Public Schools (FCPS), Fairfax County Health Department (FCHD), and School Age Child Care (SACC) personnel to administer epinephrine injection(s) as directed by the physician (part II). I agree to release, indemnify, and hold harmless FCPS, FCHD, and SACC and any of their officers, staff members, or agents from lawsuits, claims, expenses, demands, or actions, etc., against them for administering the injection, provided they follow the physician's order (part II.) I am aware that the injection may be administered by a specifically trained nonhealth professional. I have read the procedures outlined on the back of this form and assume responsibility as required.

*I understand that emergency medical services (EMS) will always be called when epinephrine is given, whether or not the student manifests any symptoms of anaphylaxis.*

Student Name (Last, First, Middle)

Date of Birth	School Name	School Year	Grade
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No School Board employee, public health nurse, or school health aide shall administer medication or treatment, as an exception under School Board policy, unless all the required clearances have been personally reviewed by the principal or his or her designee.

Parent or Guardian Signature \_\_\_\_\_ Daytime Telephone \_\_\_\_\_ Date \_\_\_\_\_

## PART II PHYSICIAN TO COMPLETE

Emergency injections are usually administered in FCPS or SACC by nonhealth professionals. These persons are trained by the school public health nurse to administer the injection. For this reason, only premeasured doses of epinephrine may be given. It should be noted that these staff members are not trained observers. They cannot observe for the development of symptoms before administering the injection.

The following injection will be given immediately after report of exposure to \_\_\_\_\_  
Indicate specific allergen(s)

Route of exposure:  Ingestion  Skin contact  Inhalation  Insect sting or bite

Check the appropriate boxes:

- Give the premeasured dose of 0.3mg epinephrine 1:1000 aqueous solution (0.3cc) by autoinjection.
  - Repeat dose in 15 minutes if EMS has not arrived. (Two premeasured doses will be needed in school.)
- Give the premeasured dose of 0.15mg epinephrine 1:2000 aqueous solution (0.3cc) by autoinjection.
  - Repeat dose in 15 minutes if EMS has not arrived. (Two premeasured doses will be needed in school.)

Check the appropriate box:

I believe that this student has received adequate information on how and when to use epinephrine.

- The student is to carry an epinephrine autoinjector during school hours with the principal's knowledge. The student can use the epinephrine autoinjector properly in an emergency. One additional dose, to be used as backup, should be kept in health room or other school location.
- The epinephrine autoinjector will be kept in the school health room or following school-approved location: \_\_\_\_\_

Effective date:  Current school year  From \_\_\_\_\_ To \_\_\_\_\_

Physician Name (Print or Type) \_\_\_\_\_ Physician Signature \_\_\_\_\_ Telephone or Fax \_\_\_\_\_ Date \_\_\_\_\_

Parent or Guardian Name (Print or Type) \_\_\_\_\_ Parent or Guardian Signature \_\_\_\_\_ Telephone \_\_\_\_\_ Date \_\_\_\_\_  
(Required if student carries epinephrine)

Student Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Required if student carries epinephrine)

## PART III PRINCIPAL OR PRINCIPAL DESIGNEE TO COMPLETE

Check  as appropriate:

- Parts I and II above are complete including signatures. (It is acceptable if all items in part II are written on the physician's stationery or a prescription pad.)
- Medication is appropriately labeled. \_\_\_\_\_ Date by which any unused medication is to be collected by the parent.  
(Within one week after expiration of the physician order or on the last day of school.)

Principal or Principal Designee Signature \_\_\_\_\_ Date \_\_\_\_\_

Information from the Fairfax County Public Schools student scholastic record is released on the condition that the recipient agrees not to permit any other party to have access to such information without the written consent of the parent, guardian, or eligible student.





## PARENT INFORMATION ABOUT EPINEPHRINE PROCEDURES

1. Epinephrine may be given in school, during school-sponsored activities, or at SACC only with both physician and parent or guardian-signed authorization.
2. This form must be on file in the health room or in an other approved location. The parent or guardian is responsible for obtaining the physician's statement in part II. For a student who attends SACC, a copy of the medication form must be on file with SACC.
3. A new form must be submitted to the school each school year and whenever there is a change in the dosage or a change in the conditions under which epinephrine is to be injected.
4. A physician may use office stationery or a prescription pad in lieu of completing part II. Information necessary includes:
  - Name of student
  - Specific allergen(s) for which epinephrine is being prescribed
  - Route of exposure (e.g., ingestion, skin contact, inhalation, or insect sting or bite)
  - Brand name of medication
  - Amount of premeasured epinephrine
  - Time for repeated dose if deemed necessary
  - Duration of medication order and effective dates
  - Physician signature
  - Date
5. Only premeasured doses of epinephrine may be given by FCPS, FCHD, and SACC staff members.
6. Medication must be properly labeled by a pharmacist. If a physician's orders include a repeat of the epinephrine injection, then the parent or guardian must supply the school with two epinephrine autoinjectors. For a student who carries his or her own epinephrine autoinjector, the parent must supply the school with a back up that is stored in the health room or other approved location. Expiration date must be clearly indicated on the pharmacy label or autoinjector. The parent must provide a replacement epinephrine autoinjector when notified that the current autoinjector has expired or has been administered.
7. Epinephrine must be hand-delivered to the school health room by the parent or guardian unless approved for the student to carry during school and SACC hours.
8. Unless the student has been authorized to carry epinephrine, the parent or guardian is to collect any unused epinephrine within one week after the end of expiration of the order or on the last day of school. Epinephrine not claimed within that period shall be destroyed.



# INHALER AUTHORIZATION

PLEASE READ INFORMATION AND PROCEDURES ON REVERSE SIDE

## PART I PARENT OR GUARDIAN TO COMPLETE

I hereby authorize Fairfax County Public Schools (FCPS), Fairfax County Health Department (FCHD), and School Age Child Care (SACC) personnel to permit the student identified below to use an inhaler in school as prescribed. I agree to release, indemnify, and hold harmless FCPS, FCHD, SACC, and any of their officers, staff members, or agents from lawsuits, claims, expenses, demands, or actions, etc., against them for helping this student with the inhaler, provided FCPS, FCHD, and SACC personnel are following physician orders in part II.

Has the student taken this medication before?  Yes  No (If no, the first full dose must be given at home to ensure that the student does not have a negative reaction.)  
First dose was given: Date \_\_\_\_\_ Time \_\_\_\_\_

Student Name (Last, First, Middle) \_\_\_\_\_

Date of Birth \_\_\_\_\_ School Name \_\_\_\_\_ School Year \_\_\_\_\_ Grade \_\_\_\_\_

No School Board employee, public health nurse, or school health aide shall administer medication or treatment, as an exception under School Board policy, unless all the required clearances have been personally reviewed by the principal or his or her designee.

Parent or Guardian Signature \_\_\_\_\_ Daytime Telephone \_\_\_\_\_ Date \_\_\_\_\_

## PART II PHYSICIAN TO COMPLETE INFORMATION SHOULD BE WRITTEN IN LAY LANGUAGE WITH NO ABBREVIATIONS

Diagnosis	List triggers
Medications	Dosage to be given at school or SACC
Symptoms or activity for which medication is ordered	Time(s) medication is given
Effective date <input type="checkbox"/> Current School Year <input type="checkbox"/> From _____ To _____	Time interval for repeating dosage

If the student is taking more than one medication at school, list the sequence in which medications are to be taken \_\_\_\_\_

Check the appropriate box:  
I believe that this student has received adequate information on how and when to use an inhaler and that he or she can use it properly.  
 The student is to carry an inhaler during school or SACC hours with the principal's knowledge. (An additional inhaler, to be used as backup, may be kept in the school health room or other approved school location.)  
 The inhaler will be kept in the school health room or other approved location (specify) \_\_\_\_\_

Physician Name (Print or Type) \_\_\_\_\_ Physician Signature \_\_\_\_\_ Telephone or Fax \_\_\_\_\_ Date \_\_\_\_\_

Parent or Guardian Name (Print or Type) (Required if student carries inhaler) \_\_\_\_\_ Parent or Guardian Signature \_\_\_\_\_ Telephone \_\_\_\_\_ Date \_\_\_\_\_

Student Signature (Required if student carries inhaler) \_\_\_\_\_ Date \_\_\_\_\_

## PART III PRINCIPAL OR PRINCIPAL DESIGNEE TO COMPLETE

Check  as appropriate:  
 Parts I and II above are complete including signatures. (It is acceptable if all items in part II are written on the physician's stationery or a prescription pad.)  
 Medication is appropriately labeled. \_\_\_\_\_ Date by which any unused medication is to be collected by the parent. (Within one week after expiration of the physician order or on the last day of school.)

Principal or Principal Designee Signature \_\_\_\_\_ Date \_\_\_\_\_

Information from the Fairfax County Public Schools student scholastic record is released on the condition that the recipient agrees not to permit any other party to have access to such information without the written consent of the parent, guardian, or eligible student.

## PARENT INFORMATION ABOUT INHALER PROCEDURES

1. Nonessential medication will not be permitted in school during school hours or during school-sponsored activities or SACC. Any medication taken in school or at SACC must have the parent or guardian-signed authorization and physician order if required by regulation.
2. The parent or guardian is responsible for obtaining the physician's statement in part II.
3. A physician may use office stationery or a prescription pad in lieu of completing part II. Include the following information written in lay language with no abbreviations:
  - Name of student
  - Date of order
  - Duration of medication order and effective dates
  - Reason for medication or diagnosis
  - Name of medication
  - Exact dosage to be taken in school
  - Time to take medication and frequency or exact time interval dosage is to be administered
  - If medication is given on an as-needed basis, specify the exact conditions or symptoms when medication is to be taken and the time at which it may be given again. ("Repeat as necessary" is unacceptable.)
  - Symptoms, other medications the student is taking
  - Statement that the student may self-administer
  - Physician's signature
  - Date
4. Physician samples must be appropriately labeled by the physician to include information requested in item 3 above.
5. The parent or guardian is responsible for submitting a new form to the school or SACC at the start of the school year and each time there is a change in the dosage or in the time at which medication is to be taken. The first dose of any new medication shall be given at home.
6. Inhaler must be hand delivered to the school health room by the parent or guardian unless approved for the student to carry during school and SACC hours.
7. Medication kept in the school will be stored in a locked area accessible only to authorized personnel unless approved for the student to carry it during school hours. If a student carries his or her own inhaler, a backup may be kept in the school health room.
8. Within one week after expiration of the effective date on the physician order, or on the last day of school, the parent or guardian must personally collect any unused portion of the medication(s) unless the student has been authorized to carry them. Medications not claimed within that period will be destroyed.
9. In no case may any health worker or school or SACC staff member administer any medication outside the framework of the procedures outlined here and/or in FCPS regulation.



## PARENTAL AUTHORIZATION AND ACKNOWLEDGEMENT OF RISK FOR FIELD TRIP

(This form and an attached field trip description are required for all field trips.)

**IMPORTANT DIRECTIONS:** (1) Use one form per trip, (2) Complete the school portion (top half) of form, (3) Duplicate one form per student, and (4) Send a copy home for parent and student signatures.

Date(s) of Trip <b>See page two of document for exact dates</b>	Destination <b>See page two of document for locations</b>
Purpose <b>Musical assessment and community performances for Marching Band</b>	
<b>SUPERVISION</b> (Check one.)	
<input type="checkbox"/> Students will be directly supervised by adults on this trip at all times <input checked="" type="checkbox"/> Students will be directly supervised by adults on this trip with the following exceptions <u>when students are in the audience or stands at assessments.</u>	
<b>TRANSPORTATION BEING PROVIDED</b> (Check all that apply.)	
<input checked="" type="checkbox"/> Walking <input checked="" type="checkbox"/> School Bus <input checked="" type="checkbox"/> Commercial Carrier <input checked="" type="checkbox"/> Personal Vehicle <input type="checkbox"/> Leased Vehicle <input type="checkbox"/> County Vehicle <input type="checkbox"/> None	
<b>DRIVERS OF PRIVATE OR LEASED VEHICLES</b> (Check all that apply.)	
<input type="checkbox"/> Student <input checked="" type="checkbox"/> Parent <input type="checkbox"/> Teacher or Staff Member <input type="checkbox"/> Other Adult	
<b>VEHICLE TYPE</b> (Check all that apply.)	
<input checked="" type="checkbox"/> Car <input type="checkbox"/> Van (10 passenger or less) <input type="checkbox"/> SUV <input type="checkbox"/> Other _____ <span style="float: right;"><i>(Specify)</i></span>	
<b>RISK RELATED</b> (Check all that apply.)	
<input type="checkbox"/> Swimming Pool <input type="checkbox"/> Amusement or Theme Park <input type="checkbox"/> Beach or Ocean <input type="checkbox"/> Other _____ <span style="float: right;"><i>(List activity)</i></span>	
<b>STOCK EPINEPHRINE</b> (Check one) <input type="checkbox"/> Will be available on this trip <input checked="" type="checkbox"/> <u>Will not</u> be available on this trip	

TO BE COMPLETED BY THE SCHOOL

### Pupil Agreement

While participating in this field trip, I will accept responsibility for maintaining good conduct and appearance, and I will follow directions at all times.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

### PARENTAL AUTHORIZATION AND ACKNOWLEDGEMENT OF RISKS

I understand that participation in this field trip is voluntary, that it is not required, and that it exposes my child to some risk(s). I also understand that the trip may include amusement activities and that participation in any amusement activities will expose my child to some risk of injury or even death. I have read and understand the description of the field trip (attached) and authorize my child to participate in the planned components of the field trip to the extent indicated by my signature below. I also understand that participation in the field trip will involve activities off school property; therefore, neither the Fairfax County School Board, or its employees and volunteers, will have any responsibility for the condition or use of any nonschool property.

**PARENT PERMISSION** (Check all that apply.)

- Participation in all aspects of this trip.
- Participation in all aspects of this trip, except the amusement and theme park activities.
- Participation in all aspects of this trip, except the water-related activities.

I give permission for \_\_\_\_\_ to participate in this field trip.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

**IMPORTANT NOTICE** Fairfax County Public Schools (FCPS) cannot be responsible for reimbursements to parents or students of money submitted as advance payment (e.g., for Broadway shows, transportation, or hotels) for any field trip that FCPS cancels. It is strongly recommended that you personally review any tour company's or commercial carrier's contract, including its stated refund policies, **BEFORE** your child signs up or pays for the trip.

TO BE COMPLETED AT HOME



## **SOUTH LAKES HIGH SCHOOL**

**FAIRFAX COUNTY  
PUBLIC SCHOOLS**

11400 South Lakes Drive  
Reston, VA 20191  
Telephone: (703) 715-4500  
Fax: (703) 715-4597

### **Marching Band Trips for 2014**

- 9/6/2014 Tag Day, Saturday—South Lakes School Zone
- 9/20/2014 BOA Regional, Gateway HS Gateway PA, Saturday
- 9/27/2014 USSBA Regional Herndon High School, Herndon VA, Saturday
- 10/15/2014 Sunrise Valley Elementary Performance, Reston, VA Wed after PSAT
- 10/10/2014 SLHS Home Coming Parade, Reston, VA, Friday after school
- 10/25/2014 BOA Regional, Towson University, Towson MD , Saturday
- 11/1/2014 VBODA Assessment South Lakes HS Reston, VA , Saturday 230-10pm
- 11/28/2014 Reston Holiday Parade, Reston, VA, Friday-school holiday

Dates to the events listed above may be adjusted by SLHS administration. Any adjustments will be posted to the band calendar which can be found at [http://www.slhshs.org](#), and emailed out via the charms distribution list.



# PARENTAL AUTHORIZATION AND ACKNOWLEDGEMENT OF RISK FOR FIELD TRIP

(This form and an attached field trip description are required for all field trips.)

IMPORTANT DIRECTIONS: (1) Use one form per trip, (2) Complete the school portion (top half) of form, (3) Duplicate one form per student, and (4) Send a copy home for parent and student signatures.

TO BE COMPLETED BY THE SCHOOL

Date(s) of Trip See page two of document for exact dates	Destination See page two of document for locations
Purpose Musical assessment and community performances for Concert Band	
<b>SUPERVISION</b> (Check one.)	
<input type="checkbox"/> Students will be directly supervised by adults on this trip at all times	
<input checked="" type="checkbox"/> Students will be directly supervised by adults on this trip with the following exceptions <u>when students are in the audience</u> at assessments.	
<b>TRANSPORTATION BEING PROVIDED</b> (Check all that apply.)	
<input checked="" type="checkbox"/> Walking	<input checked="" type="checkbox"/> School Bus
<input type="checkbox"/> Leased Vehicle	<input type="checkbox"/> County Vehicle
<input checked="" type="checkbox"/> Commercial Carrier	<input checked="" type="checkbox"/> Personal Vehicle
<input type="checkbox"/> None	
<b>DRIVERS OF PRIVATE OR LEASED VEHICLES</b> (Check all that apply.)	
<input type="checkbox"/> Student	<input checked="" type="checkbox"/> Parent
<input type="checkbox"/> Teacher or Staff Member	<input type="checkbox"/> Other Adult
<b>VEHICLE TYPE</b> (Check all that apply.)	
<input checked="" type="checkbox"/> Car	<input type="checkbox"/> Van (10 passenger or less)
<input type="checkbox"/> SUV	<input type="checkbox"/> Other _____ <i>(Specify)</i>
<b>RISK RELATED</b> (Check all that apply.)	
<input type="checkbox"/> Swimming Pool	<input type="checkbox"/> Amusement or Theme Park
<input type="checkbox"/> Beach or Ocean	<input type="checkbox"/> Other _____ <i>(List activity)</i>
<b>STOCK EPINEPHRINE</b> (Check one) <input type="checkbox"/> Will be available on this trip <input checked="" type="checkbox"/> Will not be available on this trip	

TO BE COMPLETED AT HOME

### Pupil Agreement

While participating in this field trip, I will accept responsibility for maintaining good conduct and appearance, and I will follow directions at all times.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

### PARENTAL AUTHORIZATION AND ACKNOWLEDGEMENT OF RISKS

I understand that participation in this field trip is voluntary, that it is not required, and that it exposes my child to some risk(s). I also understand that the trip may include amusement activities and that participation in any amusement activities will expose my child to some risk of injury or even death. I have read and understand the description of the field trip (attached) and authorize my child to participate in the planned components of the field trip to the extent indicated by my signature below. I also understand that participation in the field trip will involve activities off school property; therefore, neither the Fairfax County School Board, or its employees and volunteers, will have any responsibility for the condition or use of any nonschool property.

#### PARENT PERMISSION (Check all that apply.)

- Participation in all aspects of this trip.
- Participation in all aspects of this trip, except the amusement and theme park activities.
- Participation in all aspects of this trip, except the water-related activities.

I give permission for \_\_\_\_\_ to participate in this field trip.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

**IMPORTANT NOTICE** Fairfax County Public Schools (FCPS) cannot be responsible for reimbursements to parents or students of money submitted as advance payment (e.g., for Broadway shows, transportation, or hotels) for any field trip that FCPS cancels. It is strongly recommended that you personally review any tour company's or commercial carrier's contract, including its stated refund policies, BEFORE your child signs up or pays for the trip.



## SOUTH LAKES HIGH SCHOOL

FAIRFAX COUNTY  
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11400 South Lakes Drive  
Reston, VA 20191  
Telephone: (703) 715-4500  
Fax: (703) 715-4597

### List of Concert Band Trips

9/6/2014	Tag Day, Saturday—South Lakes School Zone
9/29/2014	SRO Auditions, West Potomac HS, Alexandria, VA
10/5/2014	All-Virginia Jazz Band Auditions, Chantilly HS, Chantilly, VA
11/13/2014	SRO Event, Herndon High School, Herndon, VA
11/14/2014	SRO Event, Herndon High School, Herndon, VA
11/15/2014	SRO Event, Herndon High School, Herndon, VA
1/10/2015	All-District Band Auditions McLean HS, McLean, VA Saturday
1/16/2015	Jazz Band at Forest Edge Elementary, Reston, VA after school
2/5/2015	All-District Band Event Chantilly HS, Chantilly, VA Thursday- pm
2/6/2015	All-District Band Event Chantilly HS, Chantilly, VA Friday—school day
2/7/2015	All-District Band Event Chantilly HS, Chantilly, VA Saturday
2/27/15	All-State Band Auditions JMU, Harrisonburg, VA, Saturday
3/20/15	Symphonic Band Assessment, Washington & Lee HS Arlington, VA
3/21/15	Wind Ensemble Assessment, Washington & Lee HS Arlington, VA,
4/3/2015	All-State Band, Harrisonburg HS, Harrisonburg, VA, Thursday-school day
4/4/2015	All-State Band, Harrisonburg HS, Harrisonburg, VA, Friday-school day
4/5/2015	All-State Band, Harrisonburg HS, Harrisonburg, VA, Saturday
4/18/2015.	Solo & Ensemble, Rocky Run MS, Chantilly, VA, Saturday
5/15/2015	Jazz Band, Hunters Woods Community Center, Reston, VA Friday -pm
6/17/2015	Graduation George Mason University

Dates to the events listed above may be adjusted by SLHS administration. Any adjustments will be posted to the band calendar which can be found at [www.slhs.org](#) and emailed out via the charms distribution list.