



Rules and Regulations for Broken Arrow Middle School Orchestra

I. GENERAL CONDUCT

- A. Attendance is required at all extra rehearsals in public performances. The only excuses are listed in area IV.
1. The director must be notified in advance if the student will be absent or tardy at an extra rehearsal or performance. The notification may be made by phone or in writing by parent or guardian.
- B. If riding home from an activity trip in other than school transportation, the student must have a note from the parent or guardian giving permission to ride home with the parent or guardian only. The director or chaperone must see the parent or guardian before dismissing the student from the activity begins, and is subject to principal approval.
- C. School owned instruments are checked out in good shape. Students must check them back in the same condition. If the instrument is damaged, the student will be responsible for paying the cost of the damage. Rental for school owned instruments is \$35 per semester/summer.
- D. Reasons for dismissal from orchestra, dismissal from the elective class with no credit, and/or suspension from the performances are set by the School Board of Broken Arrow and Broken Arrow Middle Schools as described in the student/faculty handbook. Any penalties in addition to the school penalties are at the discretion of the orchestra director and could be imposed for the following violations:
1. Using profanity at directors or fellow students.
 2. Intentionally damaging or destroying any orchestra property such as music stands, school owned or personal instruments, uniforms, or facilities.
 3. Violating any school rule listed in the student handbook.
 4. Fund-raising activities are offered to help students raise the needed funds for trips. The student must keep this account current to be able to travel/participate in the scheduled activity. A payment schedule will be set and the students are required to turn in the set amount at that time, whether it is from fundraising or personal accounts.

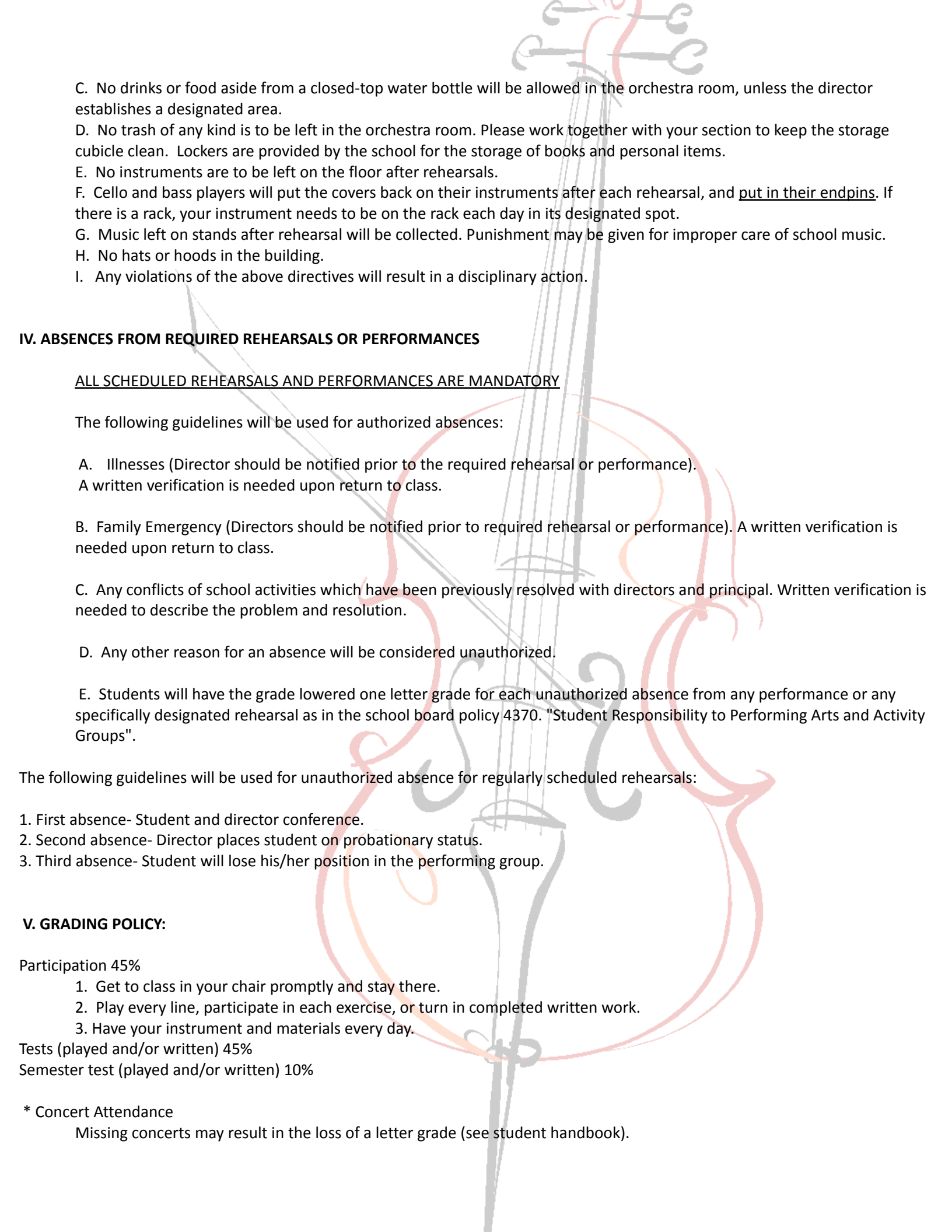
II. UNIFORMS:

The uniform for orchestra will be:

Black or dark dress slacks, or black or dark skirt, hose/leggings. Skirt should be below the knee. Dark socks, dark dress shoes (No canvas or tennis shoes), white blouse or white dress shirt and optional tie. Those playing cello or bass are encouraged to wear black dress slacks or long, full skirt.

III. ORCHESTRA ROOM:

- A. Proper respect for orchestra property will be adhered to at all times.
- B. No candy or gum chewing in the orchestra room.

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- C. No drinks or food aside from a closed-top water bottle will be allowed in the orchestra room, unless the director establishes a designated area.
 - D. No trash of any kind is to be left in the orchestra room. Please work together with your section to keep the storage cubicle clean. Lockers are provided by the school for the storage of books and personal items.
 - E. No instruments are to be left on the floor after rehearsals.
 - F. Cello and bass players will put the covers back on their instruments after each rehearsal, and put in their endpins. If there is a rack, your instrument needs to be on the rack each day in its designated spot.
 - G. Music left on stands after rehearsal will be collected. Punishment may be given for improper care of school music.
 - H. No hats or hoods in the building.
 - I. Any violations of the above directives will result in a disciplinary action.

IV. ABSENCES FROM REQUIRED REHEARSALS OR PERFORMANCES

ALL SCHEDULED REHEARSALS AND PERFORMANCES ARE MANDATORY

The following guidelines will be used for authorized absences:

- A. Illnesses (Director should be notified prior to the required rehearsal or performance). A written verification is needed upon return to class.
- B. Family Emergency (Directors should be notified prior to required rehearsal or performance). A written verification is needed upon return to class.
- C. Any conflicts of school activities which have been previously resolved with directors and principal. Written verification is needed to describe the problem and resolution.
- D. Any other reason for an absence will be considered unauthorized.
- E. Students will have the grade lowered one letter grade for each unauthorized absence from any performance or any specifically designated rehearsal as in the school board policy 4370. "Student Responsibility to Performing Arts and Activity Groups".

The following guidelines will be used for unauthorized absence for regularly scheduled rehearsals:

1. First absence- Student and director conference.
2. Second absence- Director places student on probationary status.
3. Third absence- Student will lose his/her position in the performing group.

V. GRADING POLICY:

Participation 45%

1. Get to class in your chair promptly and stay there.
2. Play every line, participate in each exercise, or turn in completed written work.
3. Have your instrument and materials every day.

Tests (played and/or written) 45%

Semester test (played and/or written) 10%

* Concert Attendance

Missing concerts may result in the loss of a letter grade (see student handbook).



VI. TARDIES:

Students will be in their seats with their music, a pencil for marking music and their instrument ready to be tuned five minutes after the bell.

VII. COMPETITIVE PERFORMANCES:

All students must be eligible to compete according to guidelines set by Broken Arrow Public Schools and the Oklahoma Secondary Schools Activities Association.

VIII. CODE OF CONDUCT

As a member of the Broken Arrow Instrumental Music Department you will be highly visible not only as a musical organization, but as a representative of our school, community and state. That responsibility and opportunity carries with it an obligation to protect and maintain the absolute highest moral and musical integrity. Many of those who come into contact with us as we perform and travel will form their opinions of Broken Arrow based upon the impressions we create, both in close proximity and from a distance. Therefore, the appearance, conduct, and demeanor of the Broken Arrow School District and individual campus program rules and regulations apply at all times.

As in any situation, good judgment must always prevail. All rules and expectations are set forth to help you enjoy your trip to the fullest, and to avoid the embarrassment and inconvenience which momentary lapse in judgment may bring about. It is the goal of the Broken Arrow Instrumental Music Program that upon our return home to Broken Arrow; you will have acquired an even greater sense of pride as a Broken Arrow student and as a Broken Arrow Schools musical ambassador.

IX. EXPECTATIONS

Punctuality is essential in adhering to our busy schedule. Be early for everything and help each other stay organized. When enjoying free time and during sightseeing excursions, always stay in groups of three or more students. This is for your safety. There should not be any deviation from it. School dress code is required at all times. When in concert attire, remain in full concert attire. It is unprofessional to have shirt tails out, to wear athletic shoes while in formal attire, to chew gum, etc. The loading of equipment may necessitate adjustments to these expectations. Follow the instructions of the chaperone or adult sponsor in charge.

X. SCHOOL SPONSORED TRIPS

While on school sponsored trips we will share facilities with other student groups and individuals from other schools and programs. Some of these groups and individuals may be unsupervised at times and may engage in behavior that is in conflict with the spirit of this code of conduct. Broken Arrow students are expected at all times to maintain a high standard of conduct. Students must remain reasonably quiet at all times and scheduled check-in times will be strictly observed.

Each orchestra member is responsible for their equipment and personal items (triple check for uniform parts, extra strings, rosin, music, mutes etc.). However, we must all share in the logistical responsibilities of the trip. We will all participate as equipment movers, sanitation engineers, stagehands, etc. Please perform the duties asked of you.

We have received and read the Rules and Regulations for the Broken Arrow Middle School Orchestra handbook.

Student name (print)

Student signature

Date

Parent name (print)

Parent signature

Date

We have received and read the Orchestra Syllabus.

Student

Parent

**BROKEN ARROW PUBLIC SCHOOLS
Talent Release**

I, _____, hereby give my permission to Broken Arrow Public Schools to video tape, photograph, make a voice recording, or motion picture of me, or of my minor child, _____, to be used in connection with an educational television program or subsequent visual or audio presentation.

I understand and agree that this will become the exclusive property of the Broken Arrow Public Schools, and that I am to receive no compensation or remuneration for my participation, or that of my child.

Signed _____
(Subject, Parent, Guardian)

Date _____