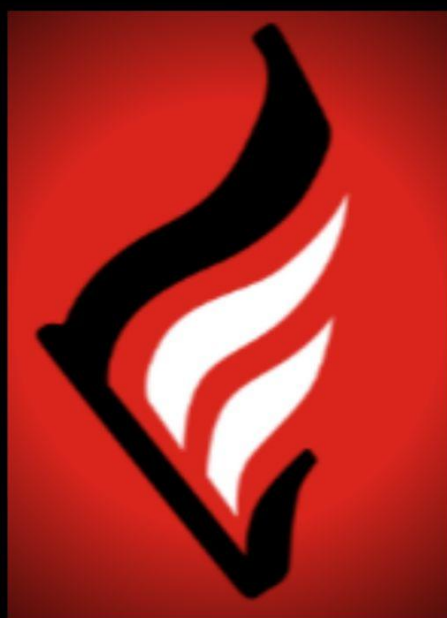


**LAKOTA WEST BANDS**



**2023**

**Marching Band Handbook**

# **2023 Marching Firebirds Handbook**

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# Introduction

You are a member of the Lakota West High School Marching Firebirds. We have had an outstanding tradition of excellence for many years. We plan to continue that tradition and will be working toward this goal all season.

It takes a strong commitment from all members to maintain this status. A big responsibility rests upon your shoulders; it takes the hard work and dedication of every single member to continue this standard of excellence. Prepare yourself, both mentally and physically, for hours of hard work and good clean fun. The memories of the years that you are a member of the Lakota West Band will last you a lifetime.

This handbook explains the policies and programs of the Lakota West Marching Firebirds. You will benefit from understanding the entire organization and your role in it. The Band family consists of more than 200 students with diverse personalities and talents. The large number of students involved sometimes makes communication difficult. This handbook provides important information to help you understand how the band functions. Please read this with your parents. If you have questions, ask your Section Leader, Field Commanders, Directors, or parent volunteers.

# Top 10 Things to do to get ready for Band Camp!

- Make sure your student and parent contact information is updated in **Charms**, our online band management system. Login instructions & more information are on pg. 11. The information in **Charms** is used for all band records and communication from the directors and the Upbeat Club. For more information on the website – [click here](#).
- Complete the Lakota School District “**Final Forms**”. Instructions for completing Final Forms are on pg. 19-21 of the handbook or [click here](#).
- Review uniform information and know what needs to be purchased on fitting days, and what you need to provide when the season starts. **Uniform Fitting days will take place DURING summer band camp hours at Lakota West Freshman School**.
- Check CHARMS for competition show music and attend Sectional Rehearsals! Sectionals are a great time to work with your section leaders, getting extra practice time and help with your music! [Click here for the CHARMS site](#).
- Parents who wish to volunteer during marching season, please go to the Parent Volunteer Opportunities page on the website – or [click here](#). There are many ways to be involved no matter what your availability or skills! All are welcome all the time!
- Subscribe to the Lakota West Band News via Email, go to [www.lakotawestbands.org](http://www.lakotawestbands.org) and see “Subscribe Via Email” in the Resource section or click [here](#). Additional social communication tools used are Facebook, Instagram and Twitter. Links including News are located at the bottom of the home page of our website.
- Make sure your student has 2 pairs of sturdy athletic shoes and break them in now!
- Review the items to bring to camp on [page 16](#) of this handbook. Here’s a quick sneak peak... a hat, sunglasses, and plenty of sunscreen!
- Get your student physically ready for camp. They will walk miles during camp, in intense heat, while holding and playing an instrument. They will also make memories and friendships to last a lifetime! Get ready for an amazing journey of intensely hard work and plenty of fun!
- Obtain a 64oz (half gallon) water jug, write your name on it and bring it to camp. Proper hydration cannot be overemphasized and should start a few days in advance. **Every student must bring a large capacity water jug to every rehearsal throughout the entire season!!!!**

# Band Guidelines

1. Proper and good sportsmanship is expected at all times.
2. A good rule to remember: To be early is to be on time; to be on time is to be late; to be late is to miss the bus.
3. Listen to your Field Commanders and Section Leaders. Remember, we are only as strong as our weakest link.
4. Attendance is vital to our success. Attendance is required at all practices and performances – **no exceptions**. The complete attendance policy is explained further in this handbook.
5. Memorization of your drill, music or routine is important to our success.
  - Instrumentalists: You must memorize and pass your music off to the Section Leaders. Dates for this will be announced.
  - Color Guard: You must know your choreography, as well as all flags and weapons work.
6. Public displays of affection will not be tolerated at any time, but especially in uniform.
7. Cell phones must not be carried on your person while you are at practice on the field. Band directors will confiscate phones from violators.
8. Keep your instruments and equipment in good condition:
  - Instrumentalists: Have your instrument in proper working order. Never be without reeds, oil, grease, etc.
  - Color Guard: Take proper care of flags, rifles, etc.
9. Take care of school-owned instruments and equipment. Damage due to horseplay, lack of proper care, or neglect will be your responsibility. Normal repairs will be handled through the school.
10. Be prepared at all times. Always take your charts, music or supplies out to every rehearsal. There will be random checks to make sure you are prepared.
11. Report no earlier than 45 minutes to your assigned time for any rehearsal or performance. When you arrive, be sure to stay in the band room area only.
12. Respect the band room; no food or drink in the band room.

# **Student Leadership**

The success of the marching band is dependent on Student Leadership. The bigger the band, the more people are needed to take the lead and make sure things are the best they can be. The following is a list of positions within the band and their roles.

## **Field Commanders**

Students selected to be Field Commanders become role models for all other members to follow. Field Commanders set high personal standards and are to be respected and listened to by their peers.

## **Section Leaders/Leadership Team**

The directors have chosen students to serve as Section Leaders and Leadership Team members based on their excellent musicianship, leadership, and communication skills. They are an important part of the band's success and work to make their section fit the framework of the entire band.

## **Seniors**

Seniors assume responsibility as part of the leadership team on the field during practice. They make it possible for everyone to learn the drill more effectively.

## **Musicians**

Instrumentalists choose to dedicate their time and energy to music. Band members work to make the entire unit a success and help others make their best contributions. They work to maintain a tradition of pride, effort, enthusiasm and excellence.

## **Color Guard**

The Color Guard uses flags, rifles, and sabers to complete a visually impactful show. The Color Guard's choreography is the "icing" of the show. Members of the Color Guard must audition for positions.

Color Guard members are provided a uniform but must purchase their own shoes. Members are also responsible for their own performance makeup and hairstyle. The Color Guard Director will determine makeup colors and hairstyle.

# Private Lessons

When it comes to playing your instrument to the best of your ability, there is no substitute for studying with a competent teacher. It is a proven fact that students studying privately achieve a higher degree of proficiency on their instruments. Individuals benefit personally from private lessons and their increased proficiency makes a positive contribution to the entire music program. [Visit our website here](#) for an extensive list of private lesson instructors.

## Conduct and Attendance Policy

### Code of Conduct

High standards of conduct and citizenship are essential. The welfare of the student is our primary consideration. All band members are expected to abide by the Lakota Board Approved Student Code of Conduct as published on Lakota's website. Please take a moment to review the Board Approved [Lakota Local Schools Student Code of Conduct](#).

### Attendance and Absences

**Attendance Agreement** and **Understanding** as stated in the Marching Band Commitment Form are to be followed.

Good attendance is vital to the entire band's success. Every single person is important, and the entire band suffers when even one person is not there. In situations where an Alternate needs to be chosen, attendance is the first criteria evaluated.

The following is a list of excused and unexcused absences for the entire season. If you are absent you must have a note signed by a parent by THE NEXT PRACTICE.

#### Unexcused:

Doctor's appointment  
Work  
Attended school, but not Marching Band practice  
Driving school  
Social events of any kind

#### Excused (with a note):

Sick from school (excused absence from school)

## **Tardiness**

We understand that you will be involved in clubs, plays, and other school commitments. You must understand that these activities are not excused. However, if you get a Marching Band Pass signed, your tardy with a pass will be considered over someone without a pass. In the beginning of the season, your Section Leader will take down the list of clubs you are planning to join. Anytime you have a meeting, you must get a pass from your Section Leader and have the advisor of the club sign it. The same procedure will follow when you are making up a test after school. If you leave early from a practice, it will be counted as a tardy. You need a note signed by your parents to leave a practice early.

\*\* ALL tardies and absences are subject to individual consideration by the Director, Field Commanders, and Section Leaders.

## **Discipline**

In order to maintain discipline in the Lakota West Marching Band, you must exhibit the following qualities at all times:

Common sense, Self-respect, Respect for others, Respect for authority

If someone becomes a discipline problem, he or she will be removed. Alternates are chosen on discipline as well. Individual problems will be dealt with at the discretion of the Directors and Section Leaders.

## **Alternates**

Since the number of members that perform the competition show is predetermined, a few members will be alternates, i.e., students who do not march in the show. Being an alternate is not necessarily a punishment because the drill is written for a certain number. In some sections, alternates must be chosen. Certain factors are considered when deciding who is not to march in a performance:

- Attendance
- Memorization of music
- Adherence to rules
- Attitude
- Knowledge of drill

## **Rules while in the stands:**

The band is a vital part of school spirit at football games. Watch the game and your directors because things happen quickly. Be prepared to play "Fight On" after each touchdown.



Play your instrument only when the entire band plays.

- The bandstand is for band members only. Do not invite your friends to sit with you in the stand or enter the end zone area at any time.
- Refreshment break comes in the third quarter. Be good hosts to the guest band – allow them to get refreshments first.
- At the end of the third quarter, you should be in your seat ready to play. If one person is late, the entire band will have to stay in the band stands at the next game and will not be able to leave during the third quarter. Don't be late!
- Take care of your instrument to prevent damage.
- Make a good impression. Remember, you are wearing the Lakota West uniform, which stands for your school and community.
- You must have ALL of your music in your own personal flip folder with you at each game. Discipline will be considered if you do not have a flip folder.

## Travel Policy

At the beginning of the season or during band-camp, you will sign-up onto a bus list of your choice. This will be your traveling assignment for the year. While on the bus the chaperone is in direct charge. You must observe all rules in order to assure a safe trip. These rules include:

- Keep the bus clean; Pick up and properly dispose of all trash.
- Maintain silence at railroad crossings.
- Use moderation in talking and singing.
- Hands and arms must remain inside the bus at all times.
- Thank and listen to your bus drivers and chaperones.
- Stay seated while the bus is moving.
- Band members must not play instruments near the unloading area.
- Do not board or load equipment on the bus until asked to do so.
- Stay on the bus until asked to unload.
- Leave windows up when leaving performance locations unless told otherwise.
- You must travel on the bus to all engagements.
- You may go home with your parents provided your parent/guardian has given written permission to one of the directors and your bus chaperone. Parents must pick you up at your bus after the event and sign you out. You must make arrangements for another student to take your uniform back on the bus and hang it up appropriately.

## Facilities

The band room is your second home. Treat it accordingly. Keep it neat and in order at all times. Do your share to pick up paper, reeds, and other misplaced articles, returning them to their proper place. Have enough pride in the Lakota West Bands to assist with the overall maintenance of the band facilities. Your school supplies should be kept in a locker and not on the shelves in the band room. Do not walk on the carpet with muddy shoes. NO food or drink is permitted in the band room at any time. The music stands should not be folded down in desk fashion to write. Pay attention to all space the band uses and keep it clean and in good order.

## Parking Lot Safety

Due to the size of the band and the large number of parent drivers, we need to pay special attention to the parking situation at both practice locations. **Please park in designated parking spots only.**

At **Main Campus**, Do NOT park along the curb when picking up, or near where our trucks need to park. This is both the area near the school building and near the field. Please park and walk to the school to retrieve your student or let them know where you are parked. Our trucks need to get in and out easily to load and unload, and the front ensemble is bringing a large number of instruments to and from the stadium. It has created a dangerous area for students due to all the cars parked and pulling out from no-parking areas.

At the **Freshman Building** before and after rehearsals: Do NOT park to close to the field, or to the band trucks. Not only does unloading and loading of instruments take place in the area surrounding the trucks, they also need to maneuver the trucks in and out as needed. Students are driving and parking in the area, and we want to always park in designated spots whenever possible, which is safest for all. You will see parents creating a center line of parked cars on the west side of the building for pickup – this is fine.

## Upbeat Club and Band Fees

The Upbeat Club is the parent support group for the bands. We could not survive without their support. The various committee members and officers spend countless hours working to ensure the band's success. Never take them for granted and please thank them often for their assistance.

**We encourage band and guard parents to get active in the [Upbeat Club](#).** There are so many different talents needed in this organization, and so many ways – large and small – that you can contribute. Don't be shy! Everyone is welcome with as much or as little time as they have to offer, and instructions/direction will always be provided! Come and observe a couple of times, and before you know it, you'll be an active part of the band family too. **Parents can volunteer for activities** by contacting one of the officers or committee chairpersons.

Contact information for the Lakota West Upbeat Club is included on our website – [click here for link](#). We also post all the current volunteer needs on the Parent Volunteer Opportunities page – [click here for link](#).

Our meetings are on the third Thursday of every month except June, July and December. Upbeat Club Meetings are a great way to hear a first-hand update from the Directors and an overview of any current Upbeat activities. Meetings are held at the Freshman School from August through October, then at the main campus for the remainder of the year. The meetings are tentatively scheduled for 6:30pm for 2023-24. We welcome all parents of band students and color guard members in grades 7 – 12.

**Note about Band Fees:** Student Marching Band fees are paid directly to the school through EZpay or by check to Lakota West High School at the LWHS bursar's office. Trip fees are normally paid to the tour company. Marching Band fees and trip fees are NOT paid to the Lakota West Upbeat Club.

# Videotaping and Recording of rehearsals or performances

Taking videos of rehearsals or football game performances are fine, but sharing them is not. Please do not upload any videos to a public site. It is copyright infringement to do so and could get the band, school or you in legal trouble.

The Director will share a private link on occasion of performances that you may share privately. Please also share these important rules with anyone you share it with.

Many, if not most, competitions do NOT allow for photos or videos to be taken of performances.

**Please adhere to the rules at each competition.  
Disqualifying our Band is an unfortunate outcome if not followed.**

## CHARMS

The Charms Music Office Assistant is an online system used to manage all student and financial information for the Lakota West band program. To log in – [click here](#). Your account information is maintained by YOU, it is not pulled from any school database. If your email address changes, please update in Charms.

When logging into Charms, your School Code is 'lakotawestbands' and your default password is your student's school ID. You will be required to change your password.

Forgotten passwords will be reset to the default. If you need a password reset, send an email to [president@lakotawestbands.org](mailto:president@lakotawestbands.org) or [LWUpbeat@gmail.com](mailto:LWUpbeat@gmail.com) with student and parent names.

Charms offers several valuable features for students and their parents:

- **Communications:** Many important communications come through Charms. It is the only tool which is intended to guarantee the directors' reach 100% of the students and parents/guardians. This is why it is so important to maintain your information throughout the year. If your email bounces back, unfortunately, no further action is taken.
- **Handouts:** View, print and listen to Marching Band music and drills, Charms User Manuals, and other important information.
- **Student Info:** Review and update your student and parent contact information and T-shirt size. Charms allows us to have a single database of student information used in all aspects of our program (director communications, uniform assignment, targeted group communications, etc.) So, please make sure we have your correct information!

# Lakota West Band Communications

Be sure to check our **WEBSITE** often for the latest band news and information.

- [CHARMS](#) - our number one tool to communicate, be sure your information stays updated.
- [Subscribe](#) to Lakota West Band News via Email to receive announcements and other critical updates during the summer and marching band season as well as throughout the school year. Subscribe online at [www.lakotawestbands.org](http://www.lakotawestbands.org). Go to the Resources menu or see links at the bottom of the homepage.
- Check the homepage of the website for critical updates and special announcements under **'Recent News'**. The homepage will always show the latest emails that have been sent to all those who have subscribed.
- For detailed information about an event, go to the [calendar](#) page and click on the event name. This is where you may find a description of the event, special instructions, time, location, web site links, or maps/directions.
- Follow us at @lakotawestbands on [Facebook](#), [Twitter](#) and [Instagram](#) for upcoming events, recognition of students, timely information, or opportunities for students.
- Enjoy our latest [photos](#). Especially during band camp and marching season, new photos are posted regularly. If you'd like to share your own band and guard photos, go to the Photos page on the website for more information.
- Visit the [Spiritwear Shop](#) page on the website to find and purchase Spiritwear. The shop will be available at certain times of the year. A link to the shop will be on the homepage when the shop is open.
- If you are ever in doubt about an event (is it canceled? has the time changed?) check this website, specifically the [calendar](#). The latest information will be posted there first.
- We use a text messaging account called [Remind](#). The purpose of this account will be to:
  - Inform you of cancellations or changes due to weather or unexpected circumstances.
  - Give parents "We're about 15 minutes away" alerts upon return from trips or competitions.
  - Deliver competition results.
  - Deliver urgent reminders.
  - If you have a smartphone, alerts will come across as push notifications from the **free Remind app** (if you install the app). If you have a cellphone or do not want to install the free Remind app on your smartphone, the alerts will come across as text messages.

- **To subscribe to text alerts/push notifications: Send the message @LWMB2023 to 81010.** If you do not have a mobile phone, you may go online to sign up for email notifications: [click here for link](#). The class code is lwmb2023.

## Marching Band/Guard Uniform Information

Some parts of the Marching Band or Guard Uniform are owned by the school (vest, red long sleeve shirt, bib pants, guard uniform, shako, shako wrap and shako box, plume, and parka). Others must be purchased through the Upbeat Uniform Committee by each student and are the students' to keep (Uniform Show Shirt, Drill Master marching shoes, summer uniforms, Ever Jazz dance shoes, black gloves, and berets as applicable to each section). Still others must be supplied by each student (lyre/flip folder, black long socks, shorts or sweats/leggings, and black t-shirt/long sleeved shirt).

Our school uniforms are very expensive; it is the student's responsibility to take good care of their uniform while it is in their possession. The parka, shako, and shako box will be sent home with the student and are the student's responsibility until they are turned in at the end of the season. A band issued duffle bag known as the "Red Bag" will be supplied for the storage of uniform items. Students need to bring their shako, shako box, parka, and gloves, as well as their socks, t-shirt, and shorts to every performance. The vest, red shirt, show shirt, bib pants, shako wrap, and plume portion of the uniform will remain in the band room while not in use. Guard staff will let guard students know where uniforms will be kept.

Each marching uniform has an assigned number, and each student is responsible for remembering their uniform number. Uniforms must be hung properly in the band room following each performance. Uniforms will be cleaned by the Uniform Committee whenever needed; if a uniform requires extra cleaning or repair, the student will be charged a cleaning fee. Uniform clothing that is lost or damaged by a student will incur fees which are assessed by the district through the EZpay system. Shoes will be sized during minicamp, distribution and payment will occur during fitting days.

The band has an official summer uniform of black shorts and a red polo shirt for marching members and red polo shirt for guard. Leadership will instruct members what style shorts to purchase. The cost of the summer uniform is not included in the marching band fee, and will be the property of the band student for future seasons. These will also be fitted on fitting days. Rookie marching members will need to purchase a red polo, Drillmaster shoes, uniform show shirt, and two pairs of gloves. Rookie guard members will need to purchase red polo, shoes and warm ups. Warm ups will be purchased separately via online store link provided later, estimated cost is \$85. Veteran marching members will purchase a show shirt, and should also check their uniform items before fitting day to see if they need to purchase replacements. Veteran guard members will purchase replacement items as needed.

### Uniform Pricing for Fitting Day:

Uniform Show Shirt	\$72 (estimate)		
Drillmaster shoes	\$36		
Red Polo/Summer Uniform	\$20		
Marching Gloves	\$3/pair		Field Commander Gloves \$4/pair
Field Commander Polo	\$35		
Sousaphone Berets	\$34		
Color Guard Everjazz shoes	\$40		
Color Guard Gloves	\$18		
Color Guard Warm up Jacket	\$62		
Color Guard Warm up Pants	\$39		
Cleaning fee	\$10		

### Estimated Uniform replacement Cost:

Vest \$140  
Red Long Sleeved Shirt \$70  
Pants \$75  
Hip Drop \$36  
Shako \$45 / Shako Wrap \$55 / Shako Box \$15  
Plume \$30  
Parka \$85  
Show bibs \$50

### Purchase Process

On their Fitting Night, students need to bring cash, a credit card, or a check made out to Lakota West Upbeat Club to pay for their uniform items. Items not paid for will not be issued until payment is received.

## Wearing the Uniform

You must be in full uniform for band performances unless otherwise instructed. This will allow you to feel proud and to make a good impression when you are out in the public eye. Moreover, the band is judged and scored on appearance in all competitions. Each marcher must wear the uniform correctly. Inspection will take place before every performance. Section Leaders will inspect their sections and Field Commanders will inspect Section Leaders.

- Clean gloves, polished shoes, a shiny instrument and well maintained equipment are all very important.
- Shako must be worn on the top of your head, slightly forward, so the bill is just above the eyebrows and there's a two finger space between it and the nose and the strap is firmly fastened under the chin. Percussion wears the strap on the chin but not in the mouth. Sousa players wear berets.
- All hair must be securely inside the hat or short enough that it does not touch the collar of the red shirt. Elastic bands, clips, hairnets, or skull caps are suggested. This is **YOUR** responsibility.

The Uniform Committee has emergency hair supplies only. If you aren't sure about your hair, ask BEFORE the first performance.

- **No facial hair, make-up, or jewelry is permitted. All earrings and other piercings must be removed or covered.** You must bring flesh tone bandages to cover if not removed. Flesh-toned gauges are permitted; all others must be covered.
- A black t-shirt with sleeves must be worn under the uniform shirt (no sleeveless tanks). A design is permissible if it is not visible under the uniform. Thermal long-sleeve shirts are also permitted for colder performances.
- Shorts must be worn under the uniforms as there are no dressing rooms and all members change together. Black tights, leggings, or thermals are permitted under the uniform for colder performances.
- The red uniform shirt is worn for football games and the long sleeve uniform show shirt is worn for competitions. The shirt is worn under the bib pants, and the vest over the shirt and bibs. Shirt and pant hems are adjusted with a simple snap and will be determined at Fittings. Pant hems MUST NOT drag on the ground. Tell a uniform mom IMMEDIATELY if your hem needs adjustment.
- **Plain black crew socks** are required for all performances. "Shortie" socks are not acceptable -nor are socks with any other color than black or socks that fall down to show skin. Socks are not supplied by the uniform committee, must be brought by the students. All band members must wear Drill Master marching shoes.
- Musicians (except percussion) wear black gloves which are ordered during uniform fitting. Additional pairs may be purchased from the Uniform Committee during the season. Clarinets may cut the finger tips out of their gloves. No other holes are permitted.
- It is the student's responsibility to properly hang the uniform on the racks after performances following the direction of the uniform committee. It is also their responsibility to dry out the shako (hat), parka, and gloves after performances if needed. Failure to do so could result in having to pay to replace damaged uniform parts.

The Uniform Committee works hard to make sure the Lakota West Marching Firebirds look their best at all performances, and we expect the students to do their best to take care of their uniforms and make sure they have everything they need when they arrive at a band event. If there are any questions or concerns regarding Marching Band uniforms, contact [uniforms@lakotawestbands.org](mailto:uniforms@lakotawestbands.org).

## **Performance Day Expectations**

- Arrive EARLY. Students must be completely dressed and in place at the report time.
- Uniform racks will be available 45 minutes before report time. We will be available to sell gloves or cover the occasional forgotten items.
- The uniform calls for no visible jewelry.
- No facial hair, starting Friday of band camp.

## Uniform Fitting Nights- Lakota West Freshman Building

Students will be measured for uniforms, show shirts, Ever Jazz and Drillmasters during minicamp. A uniform will be pre-assigned to try on during band camp Fitting Nights. At the Uniform Fitting Night, they will also receive their red duffle bag, parka, Drill Master or Ever Jazz shoes, and gloves. Summer uniforms will also be fitted and purchased. You are required to pay for a show shirt, shoes, summer uniform and gloves on your fitting day.

Plan to attend Fitting Night only on your section's scheduled day/time which will be communicated during Band Camp. We are still working on a schedule, and will send out more information as we get closer to camp. Please contact the [Uniform Committee](#) to make arrangements for make-up times if you are unable to attend the assigned time.

**Students** –You will be trying on your uniform, shako and parka, as well as gloves. Rookies will also try on and take home your summer uniform, and be given a Red Bag. Shoes will be available to take home. Remember to bring payment for all purchased items!

**Leadership Team** – Please arrive 15 minutes before your section's appointed time and be prepared to stay with your section to help them with their uniforms. If you are unable to fulfill this duty, designate someone to do it in your place.

**Third Quarter Refreshment Stocking up** - To keep us well-stocked for third quarters, Marching Firebirds should plan to donate 2 two-liter bottles of lemonade or clear soda (no red, orange or dark soda, please!) and 2 full-sized packages of cookies (no frosted cookies, please!). Stay tuned for time and location of donation collections!

**Lock-in Snacks and Drinks** - Parents will be asked to provide snack and drink items for the Lock-in at the end of the full week of Band Camp. (Friday 8/4) Donation requests are assigned by section and will be communicated during Band Camp Week.

## Items to Pack in Your Red Bag for every Game or Competition

- Parka (rain or shine, things change)
- Shako/Shako box or Beret
- Gloves
- Marching/guard shoes (name marked inside)
- Black crew socks
- Flip folder & lyre (for home games)
- Guard-designated makeup/hair accessories
- Hair ties, bobby pins as needed
- Water Bottle
- Smaller bag for personal items (watch, wallet, jewelry, etc.)



- Power snack (granola bar, trail mix, etc.)

## Items to bring to Band Camp

- Clothing: Follow the Lakota Schools dress code. t-shirts or tank tops are acceptable. Shirts and shorts must meet – no bare skin should be visible on the abdomen. This dress code applies for practices and all evening activities. Students who are dressed inappropriately will be sent home to change.
- Thick cotton socks: The best blister prevention equipment. A change of socks available each day is very strongly recommended.
- Sturdy shoes for marching/pivoting
- Rain gear - Jacket or poncho
- Hat or visor
- Sunglasses
- Instrument/music/flip folder & coordinates
- **Sunscreen** & insect repellent
- 64oz. Water bottle - This large capacity water bottle is available at Meijer, Walmart, and many other retailers. Having 64oz of water on-hand, on the field at all times is critical for proper hydration; especially when the mercury rises.
- A packed lunch or dinner – check schedule to find out which days

## Mini Band Camp - Freshman Campus

	5/25	5/26	5/27
<b>Rehearsal</b>	1pm - 9pm	1pm - 9pm	1pm - 9pm
<b>Dinner</b>	5pm - 6pm (Pack)	5pm - 6pm (Pack)	5pm - 6pm (Pack)
<b>Parent Performance</b>			8pm

**Important: Students are not to leave band camp during scheduled rehearsal for any reason unless noted.**  
 All dates and times are subject to change. Please use <https://lakotawestbands.org/resources/calendar/>

## Pre Camp - Week 1 - Freshman Campus

	7/18	7/19	7/20	7/21		
<b>Rehearsal</b>	LEADERSHIP TEAM ONLY	LEADERSHIP & ROOKIES <b>ONLY</b> 1pm - 9:30pm	1pm - 9:00pm	1pm - 9:00pm		
<b>Dinner</b>		5pm - 6pm (Pack)	5pm - 6pm (Pack)	5pm - 6pm (Pack)		

Activities						
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## Pre Camp - Week 2 - Freshman Campus

	7/24	7/25	7/26	7/27	7/28	7/29	7/30
<b>Rehearsal</b>	1- 9:00pm	1- 9:00pm	1- 9:00pm	1- 9:00pm	1- 9:00pm		6-8pm
<b>Meals</b>	5pm - 6pm (Pack)	5pm - 6pm (Pack)	5pm - 6pm (Pack)	5pm - 6pm (Pack)	5pm - 6pm (Pack)		on own
<b>Activities</b>							Ice Cream Social

## Band Camp - Week 3 - Freshman Campus

	7/31	8/1	8/2	8/3	8/4
<b>Rehearsal</b>	8:30am - 9pm	8:30am - 5pm	8:30am - 4:30pm	8:30am - 5pm	8:30am - 5pm
<b>Dinner</b>	5pm - 6pm (Pack)	On own	Food Trucks at DCI Show or can pack	Section Dinners	on own
<b>Activities</b>		Pool Party 6-9pm	DCI Centerville 4:30-11:30	Section Dinners 6-9pm	Lock-In 8pm-1am

## Post Camp - Week 4 - Freshman Campus

	8/7	8/8	8/9	8/10	8/11
<b>Rehearsal</b>	1pm - 9pm	1pm - 9pm	1pm - 9pm	1pm - 9pm	1pm - 9pm
<b>Dinner</b>	5pm - 6pm (Pack)	5pm - 6pm (Pack)	5pm - 6pm (Pack)	5pm - 6pm (Pack)	5pm - 6pm (Pack)
<b>Activities</b>					

**Important: Students are not to leave band camp during scheduled rehearsal for any reason unless noted.**

All dates and times are subject to change. Please use <https://lakotawestbands.org/resources/calendar/>

## Bonus Camp - Week 5 - Freshman Campus

	8/14	8/15	8/16	8/17	8/18
Pictures (tbd)					
Rehearsal	1pm - 4pm		3:45-6pm	6pm - 9pm	6pm - 8pm
Parent/Community Performance					8pm

**Important: Students are not to leave band camp during scheduled rehearsal for any reason unless noted.**  
 All dates and times are subject to change. Please use <https://lakotawestbands.org/resources/calendar/>

## Band Camp Closing Ceremony Performance

The band will perform their pre-game show and competition show for parents, friends and alumni at 8:00 PM at the end of camp. It is absolutely incredible to witness the progress made over the camp weeks! The closing ceremony performance will be preceded by a family pizza dinner starting at 6:00. Pizza and drinks are provided by the LW Upbeat Club.

**DON'T MISS... Spiritwear will be available for purchase** and information on **Marching Band Volunteer Opportunities** will be available during the tailgate.

## Marching Band Rehearsal Schedule

Once school begins and through the beginning of November, the Marching Firebirds rehearse:

- as a band every Monday from 6pm - 9:00pm at the Main Campus Stadium
- as a band every Wednesday from 3:45pm - 6pm at the Freshman Campus
- as a band every Thursday from 6:00pm to 9pm at the Freshman Campus Stadium
- Sectionals will be scheduled by section leaders as needed
- Additional camp days as noted below and on calendar

All dates and times are subject to change. Please use <https://lakotawestbands.org/resources/calendar/>

## 2023 Season Schedule Rehearsals, Performances & Fundraising Events

Note: Game/Competition times are approximate. Competitions will have AM rehearsals added when time allows. Fundraising events to be added throughout season.  
Sectionals will be scheduled by section leaders as needed.

Tuesday	8/15	First Day of School
Wednesday	8/16	Regular Fall Rehearsals Begin, primary location is West Freshman Monday 6-9pm, Wednesday 3:45-6pm, Thursday 6-9pm
Friday	8/18	Rehearse 6pm - 8pm, Main Campus Stadium <b>End of Summer Performance 8pm, Main Campus Stadium</b>
Friday	8/25	<b>Football vs Princeton</b>
Saturday	8/26	<b>Tag Day All parents and students are asked to participate (8am - 1pm)</b>
Friday	9/1	Weekend Off
Monday	9/4	Labor Day, No Rehearsal
Tuesday	9/5	Rehearse 6pm - 9pm, Freshman Stadium
Friday	9/8	<b>Football vs Middletown, 8th Grade Night</b>
Saturday	9/9	Camp Day 1-9pm, location TBD
Friday	9/15	Stadium Practice 6-9pm, Main Campus Stadium
Saturday	9/16	<b>MSBA Lakota West Invitational, Main Campus</b>
Friday	9/22	Stadium Practice 6-9pm, Main Campus Stadium
Saturday	9/23	<b>Bands of America Obetz Regional</b>
Friday	9/29	<b>Football vs Oak Hills, Homecoming</b>
Friday	10/6	<b>Football vs East, at East</b>
Saturday	10/7	Camp Day 9am-4pm <b>MSBA Competition, Mason</b>
Friday	10/13	<b>Football vs Mason</b>
Friday	10/14	Weekend Off
Monday	10/16	No Rehearsal
Tuesday	10/17	Camp Day 9am-9pm, Wittenberg TBD <b>Senior Night TBD</b>
Friday	10/20	Stadium Practice 6-9pm, Main Campus Stadium
Saturday	10/21	<b>Bands Of America Indianapolis Super Regional</b>

## 2023 Season Schedule, continued

### Rehearsals, **Performances** & **Fundraising** Events

Friday	10/27	<b>Possible Playoff Game #1</b>
Saturday	10/28	<b>West Clermont Band Competition</b>
Monday	10/30	Hawaii Practice 6:00-9:00 pm, West Freshman
Friday	11/3	<b>Possible Playoff Game #2</b>
Saturday	11/4	<b>MSBA Championships</b>
Monday	11/6	Hawaii Practice 4-5:30, West Main
Wednesday	11/8	<b>Marching Band Concert/Awards TBD</b>
Thursday	11/9	Hawaii Practice 4-5:30, West Main
Friday	11/10	<b>Possible Playoff Game #3</b>
Monday	11/13	Hawaii Practice 4-5:30, West Main
Thursday	11/16	Hawaii Practice 4-5:30, West Main
Friday	11/17	<b>Possible Playoff Game #4</b>
Monday	11/20	<b>Hawaii Send Off Performance, East Main Campus Stadium</b>
Tuesday	11/21	<b>Hawaii Trip</b>
Wednesday	11/22	<b>Hawaii Trip</b>
Thursday	11/23	<b>Hawaii Trip</b>
Friday	11/24	<b>Hawaii Trip</b>
Saturday	11/25	<b>Hawaii Trip</b>
Sunday	11/26	<b>Hawaii Trip</b>
Monday	11/27	<b>Hawaii Trip</b>
Tuesday	11/28	<b>Hawaii Trip</b>

All dates and times are subject to change. Please use <https://lakotawestbands.org/resources/calendar/>

## First Aid and Medication Policy and Procedures

The Lakota West Upbeat Club utilizes volunteers to provide first aid for minor injuries (e.g., sprains, blisters) during band activities.

Should a student require non-emergency medical attention for injury or illness, the student's parent/guardian will be notified to take the student from the band activity for appropriate attention. If parents are not available, the adult designated on the Medical form will be contacted. In order for the student to return to the band activity he/she must be physically able to participate.

At least one volunteer at the medical tent will be CPR/First Aid certified.

Students are not permitted to carry medications. The first aid tent is not able to administer medications to students. Parents will be called and asked to deliver and dispense medications to their students.

Should a student experience an injury or illness that requires immediate attention, the student will be transported to an urgent care center or emergency room.

## Final Forms

The Marching Band will be using the district's sport/athletics process which is called Final Forms. Instructions for completing Final Forms are included on the following two pages.

Please note: Final Forms was designed for athletics so a few 'work arounds' may be necessary where sport/athlete specific information is requested. Final Forms will also indicate that you are required to have a physical exam on file. However, you will NOT need a physical for marching band. Acknowledge and submit your signature.

By accepting the forms on Final Forms you are also agreeing that you have read and understand the information and policies described in this handbook.

**Final Forms MUST be completed ASAP or by July 1.**

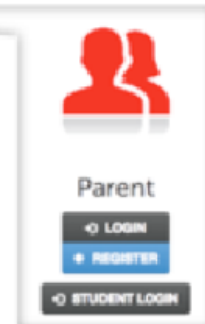


## PARENT REGISTRATION

### HOW DO I SIGN UP?

1. Go to <http://lakota.finalforms.com>
2. Click **REGISTER** under the Parent Icon
3. Type your **NAME** and **EMAIL** and then click **REGISTER**

A registration form with two input fields for 'First' and 'Last' name, and a larger input field for 'Email Address'. Below the email field is a link that says 'If you have already registered, please login or request a new password'. At the bottom are two buttons: 'Register' and 'Cancel'.



4. Check your Email and click **CONFIRM YOUR ACCOUNT** in the email text



*NOTE: You will receive an email within 2 minutes prompting you to confirm and complete your registration. If you do not receive an email, check your spam folder. If you still do not see the FinalForms email, please email [support@finalforms.com](mailto:support@finalforms.com)*

5. Type your password and click **CONFIRM ACCOUNT**

A form titled 'You're almost done registering as a Parent'. It asks to 'SET THE PASSWORD YOU WOULD LIKE TO USE TO SECURELY ACCESS YOUR ACCOUNT.' There are two input fields for 'New Password' and 'Confirm Password', both masked with asterisks. A 'Confirm Account' button is at the bottom.

6. You will be asked if you want to grant another Parent/Guardian access to your registered students. Either click **SKIP THIS STEP** or type Name and Email Address and click **ADD PARENT ACCOUNT**.

A form titled 'Add Another Parent?' with a link to 'Skip this step'. It explains: 'Grant access to an additional parent account (perhaps for your spouse), allowing them to manage your students. If this individual already has an account, use their email address and they will be automatically linked when you click submit.' There are input fields for 'First' and 'Last' name, and 'Email Address'. At the bottom are two buttons: 'Add Parent Account' and 'No Thanks'.

7. Your account will be created, you can then **REGISTER STUDENT** for your first child.

# FINALFORMS

## REGISTERING A STUDENT

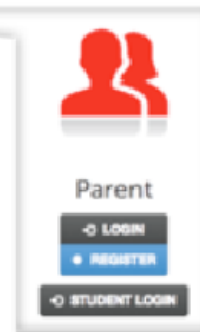
### WHAT INFO WILL I NEED?

- Insurance Company & Policy Number
- Your Email Address & Student's Email Address
- Doctor & Dentist Contact Information
- Hospital Preference

### HOW DO I REGISTER MY FIRST STUDENT?

*NOTE: If you have followed the steps on the previous page, you are already logged in. Jump to Step 3.*

1. Go to <http://lakota.finalforms.com>
2. Click **LOGIN** under the Parent Icon
3. Click **REGISTER STUDENT**



4. Type your Student's **NAME**, **EMAIL ADDRESS**, **DATE OF BIRTH**, **GENDER**, **HS GRADUATION YEAR** and **HOME ADDRESS** and click **CREATE STUDENT**
5. Assign your student to a sport by clicking its checkbox.  
Sports are separated by year, season, and registration deadline.  
Click **UPDATE SPORTS** after making your selection.  
*NOTE: A sport selection can be changed anytime up until the it's registration deadline.*
6. Complete each form and enter your full name (e.g. "John Smith") into the Parent Signature field at the bottom of the page. After signing, click **SUBMIT FORM** and move on to the next form.

7. When all forms are complete, you will see a "Forms Finished" message.  
An email will automatically be sent to the email address on record for your student prompting him/her to sign forms requiring student signature.
8. If you are registering an additional student, click **MY STUDENTS** at the top of the page and jump back to Step 3. Most of the information, like home address and contact information, is automatically copied to your additional students. All forms for additional students will still require your signature.