



Plainfield
B A N D S

**HIGH SCHOOL BAND DEPARTMENT
Parent/Student Combined Handbook
2025-2026**

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(317) 839-7711
www.plainfieldband.org

Sponsored by
Plainfield Red Pride Band Boosters Inc.

Welcome to the Plainfield High School Band Department

We are very excited that your family has chosen to participate in one of the most popular and successful programs at Plainfield High School. Our band has a long tradition of excellence and has been showing tremendous growth over recent years. High school band can create a unique and rewarding experience for band students and their families.

This handbook has been put together to assist both the student and parent. The band and guard programs provide many great opportunities for your student. As with all successful programs, there is a lot of preparation and support required to make everything work. We know each year many questions will arise. This handbook has been created to help answer a majority of those questions. If you are unable to find the information you need from this handbook, please contact the band booster president (president@plainfieldband.org) listed in this handbook. **Signing and returning this form is required to participate in Marching Band or any of the Winter Programs.** We look forward to a great year!

Fees

Marching Band	\$1350
Winter A Guard	\$1250
Winter Percussion	\$1250
Winter JV Guard	\$600

Band fees combined with various booster sponsored fundraising events cover the many financial aspects of the program such as **copyright fees, drill design, music arrangements, contest entry fees, uniform upkeep, electronic equipment, staff to teach the students, equipment for guard, percussion, and wind instruments, student recognition, etc.** Many of these expenses must be paid up front at the beginning of the season, so please be sure to make your payments on time!

The 2025-26 fees can be paid all at once by or in installments listed below. Please contact the treasurer at treasurer@plainfieldband.org if you need to make other arrangements. There are also multiple ways to earn credits towards fees.

Payments can be easily applied directly to your student's account through MyMusicOffice at mymusicoffice.com. If your student is new to Plainfield Bands, these forms must be returned before we can create your account. If paying by check it should be made payable to Plainfield Band Boosters. Checks can be placed in the secure payment box located just inside of the LGI room. When the band room is ready, the lockbox will be moved back to the band room. You can also mail checks to the Plainfield Band Boosters at PO Box 276 Plainfield, IN 46168.

If a student decides not to continue with marching band, no refund of fees paid will be made. The booster organization is a non-profit organization and we must pay our bills in a professional and timely manner. It is important for fees to be paid by the dates listed to provide the needed funds necessary for us to conduct our business. If at any time you experience difficulty meeting the payment schedule, please contact the Booster treasurer at treasurer@plainfieldband.org. **The Boosters have multiple ways to cover dues by other means** such as working concessions and various fundraisers throughout the year. It is very important to have communication between the parents and the band boosters regarding payments. We will work with you on an adjusted payment schedule to assist in making it more manageable if needed. We do work with a collection agency to assist in recovering unpaid fees. Accounts with an unpaid balance at the end of the season will be sent to collections unless you have made alternate payment arrangements.

If your student participates in Varsity Winter Guard, JV Winter Guard, or Winter Percussion, there will be an additional fee at that time. Please note – your marching band fee must be paid in full prior to the start of the winter season to be able to participate in either group. More information will be sent out in the fall. Students can only participate in winter ensembles if they have completed marching season. Exceptions are only allowed in special circumstances approved by the band director.

Solo & Ensemble

If your student participates in Solo & Ensemble, there will be an additional fee at that time. The fees are listed below. Please note these are last year's prices and subject to change by ISSMA.

<u>District Solo & Ensemble</u>	Amount	Due Date will be provided by
Solo (per event)	\$15.00	Band Director
Ensemble (per student)	\$7.00	

State Solo & Ensemble

Solo (per event)	\$15.00
Ensemble (per student)	\$7.00

***In order for a student to perform at State Solo & Ensemble, payment must be given to Mr. Carpenter prior or on the day of District Solo & Ensemble Contest. Make checks payable to the Plainfield Band Boosters.*

Pep Band

Participation is voluntary. Plays fun tunes at most home Basketball games, occasionally with the middle school band. Includes a pizza party. Information will be sent out in the fall.

BAND FEES AND FUNDRAISING

Fundraising: Fundraising is a combination of things. Some activities raise money for your student's account. Some raise money for the General Fund. Some activities involve selling products to your neighbors, family, and friends. Other activities require you to complete a task in order to enjoy the benefit. How you participate is based on your needs and your comfort zone. It is important to remember that funds that go to the General Fund also benefit your student.

Sudexo Live (Colts games at Lucas Oil) **This is the fastest way to pay your band fees.**

We will be staffing a food concession stand at Lucas Oil for all the Colts home games and other events if there is enough interest. Sudexo Live pays us \$160 per person, plus tips. We averaged about \$230 last year per person. The amount we receive is divided up among those who worked and 100% of the amount is credited to their student's account. We need 10-13 workers per game to keep our stand. To volunteer at Lucas Oil, all workers will need to get a **volunteer liquor license** and complete the **Indiana Server training**. These are easy to obtain, and you can do them from your phone. We can schedule times to do this as a group to save everybody time. There are links on the Facebook page and the BAND app on how to get this done. Students that are at least 16 are allowed to work as long as at least one parent is also working that shift. All workers in the food concession stand are also required to wear a red hat or visor with the Plainfield Band logo on it. Hats will be available to purchase if needed. Sign-ups for these spots will be made available as soon as possible, usually a few weeks after the NFL schedule is released. Information will be provided through email, the BAND app, Facebook, and in person at Booster Meetings. You can always send questions to president@plainfieldband.org for more information.

Concessions: (If you do not have a whole day to commit to a LOS event, you can still work our concessions!) We staff concessions at the school year-round for the various athletic events. You receive a credit (\$40) towards band fees for every shift worked. No experience necessary and someone will happily show you what needs to be done. The jobs are pretty basic, the company is exceptional and the shift goes by quickly. You will be working with band parents and parents from other activities. The fact is the proceeds from concessions reduce YOUR band fees. Per school regulations, no students or kids can work or hang out in concessions. A background check must be on file with the school as well. Signups for working shifts and the credits received are posted throughout the year through email and on the Booster Facebook page *PHS Band Boosters* and the BAND app. Questions can be sent to concessions@plainfieldband.org Please join the Booster group and check your email often!

Winter Invitational: We sponsor an invitational in the winter. We need people for the hospitality rooms, sell tickets at the gate, to act as guides, and so many other tasks. It is a long day for everyone, but it is a huge moneymaker for the program. This event requires all parents to ensure success. Sign-ups go out a few weeks before the event. The school requires ALL non-student volunteers to have a background check on file. Questions can be sent to the Director of Events at volunteers@plainfieldband.org

Kroger Community Rewards is also a great way to earn money for the band. Link your Kroger rewards card to the Band and the Band gets a percentage of your purchases automatically.
<https://www.kroger.com/i/community/community-rewards> "Plainfield Red Pride Band Boosters"

Raise Right (formerly Shop with Scrip)

All you have to do is purchase gift cards for places you plan to shop and use those cards instead of cash or credit. You earn a percentage of the card's value (called a rebate). You can order these cards as often as you need by signing up for Raise Right and having your order deducted from your checking or savings account. Raise Right fundraising is active all year long. Band code: **C3FCL7LL3378** questions can be sent to the Director of Revenue at fundraising@plainfieldband.org

Sponsors

We actively recruit community businesses to sponsor the band programs. If you secure a sponsorship, the Boosters give you a credit equal to 50% of the sponsorship you brought in. Please note that this does not apply to donations of goods or services, only cash donations. The sponsorship letter is included in this form that you can take to a business such as your child's dentist, a local car repair shop, or any other business you frequent. Be sure to write your student's name on any form you hand out so you get credit. We send out a mass mailing every summer, so don't wait! Questions about sponsors can be sent to the President at president@plainfieldband.org

COMMUNICATIONS: How Do I Find Out What is Going On?

Booster Meetings are held on the third Tuesday of every month at 7:30pm, usually in the band room. Due to construction at the school this year, last minute changes in location are possible. Notices for meetings go out through email, Facebook, BAND app, etc. You must return this form so we have your contact information! We will also have informational meetings throughout the year to communicate with the parents. We also use our website www.plainfieldband.org as well as Facebook (PHS Band Boosters), BAND app, X, Instagram, and many emails to communicate information frequently. The Band calendar is available at www.plainfieldband.org and is updated well in advance with practice schedules and contest times. You can also contact the Director of Communications at communications@plainfieldband.org



Apps We Use For Communication:

BAND APP



The **BAND APP** is a group communication app. Using this app is a great way to stay up to date on everything you need to know. **TIP:** Be sure to have your phone's **NOTIFICATIONS** turned **ON** for the App so you do not miss out on timely information. We have two BAND groups, one for **PARENTS** only and one for **MEMBERS** (Students) only.

JOIN THE BAND PARENTS GROUP



This group is only for band parents and not students.

1. Download the **BAND APP** to phone and install.
2. Scan the **QR code** for Parents

OR

Click the **Invitation Link:** <https://band.us/n/aba1Abbb94w1e>

REMIND



The **REMIND APP** makes group messaging as easy as texting without the inconvenience of constant messages from a group text! Using REMIND the Plainfield Band Boosters can share important and timely information with everyone subscribed. When you reply, your message is only received by the Band Boosters.

INSTRUCTIONS:

1. Download the **REMIND APP** from your phone's App Store and install.
2. Using the REMIND App, join the class using the code **redpride25**

OR

Using a web browser on your phone join the class at this link: rmd.at/redpride25

- ★ **TIP:** Once you have joined, be sure you have **NOTIFICATIONS** turned **ON** for the **Remind App**.

RULES, GUIDELINES, AND POLICIES

Locker Policy: Every student will be assigned a locker. Each locker will have a combination lock assigned to it. Band lockers are for band related items and nothing else.

School Instrument Policy: The Plainfield Community School Corporation may provide some instruments to students who play large or special instruments with no rental fee. This equipment is school property and will be respected. Any damage due to reckless actions will be paid for by the student.

Parent Releases Policy:

Picking up your student after a performance. Occasionally parents may need to take their child directly following the contest. This must be taken care of in writing. When picking up a student at the contest site, the student or parent must give their bus chaperone a written note, signed by their parent or guardian, before the student may be released. No student will be allowed to leave a contest site with anyone other than his or her parent or another adult, without written permission from his or her parent or guardian. Parents may be asked for ID if chaperone is not familiar with the parent. These requirements are in place to protect you and your student. The student is also responsible for having someone else unload their instrument and anything else they are responsible for when returning to the school.

Attendance Policy: Attendance is mandatory at all band rehearsals and performances! Any problems will be dealt with on an individual basis. Any absences from all or part of a rehearsal in summer, fall, winter, or spring will require a written excuse from parents or a doctor giving an explanation or reason for the absence. Vacation absences should be turned in as soon as dates are available. Notes should be given to Mr. Carpenter.

Excuses should be turned in with at least a week's notice of the absence. Students with jobs will be expected to be at all rehearsals; inform your employers accordingly. If the student has one unexcused or two excused absences from rehearsal within a one-week period, they will not be allowed to march that weekend.

Summer Rehearsals: Summer rehearsals are required for all participating students. Absences will be dealt with on an individual basis. Please see the calendar on the band website for this information.

Your child will need a one-gallon thermos, sunscreen, and athletic shoes. If your student plays a school-owned brass instrument he/she is required to wear gloves to help keep the oils/sweat from corroding the instrument. Students often purchase batting gloves for this. Also, consider wearing a hat and sunglasses to provide more sun protection. We will practice in all of the weather that Indiana is known to have! Every student is required to have a notebook with page protectors. This needs to be sturdy as we will use it every day of the season. We will be using a new app for drill and music instead of a dot book this year. If your student has a smartphone, they will not need a dot book. We will have extra charging stations for students to charge their phones, but consider bringing a battery pack for your phone. If your student does not have a smartphone they will also need a small book of 3 X 5 index cards. These are usually spiral bound. We call this a *dot book*. It will need a shoulder strap. Students usually make the straps from shoe laces. The directors and staff will supply more information as the season progresses.

We will go to Kings Island after Band Camp. Details will be sent out closer to the event.

Rehearsal Clothing Guidelines: Students should wear comfortable, athletic clothing to all rehearsals. Shirts are required for all rehearsals! The most acceptable attire for rehearsals are usually the following: shirt, shorts, sweats, loose fitting pants, socks, and good athletic shoes. Please pay attention to the weather and dress accordingly.

Performance Guidelines for Students:

1. Make sure all of your uniform parts are clean and fitted properly. Improper uniform care will not be tolerated.
2. Compression shirts may be required, Mr. Carpenter will provide more information.

3. You will be required to wear shorts under the uniform pants.
4. Make sure your instrument is in good repair so that you can perform to the best of your ability.
5. All students are to report to the band room one hour before a scheduled concert or at the time specified by the director.
6. When in uniform: No PDA ****EVER****, No eating/drinking (except water), No swearing, No running (unless told to do so by a director or staff member).
7. Everyone should be professional while in a performance setting. Unprofessional behavior could be cause for dismissal from the band program.

Physical Guidelines Policy: The Plainfield Band department and its competitive ensembles require a high degree of physical training and conditioning.

It is part of the curriculum of each ensemble to develop and maintain a certain level of athletic coordination and conditioning. With this understood there are several guidelines the staff and students need to be aware of and follow.

1. All students and parents are aware that physical conditioning, training, and endurance are an integral part of the skill sets required for any type of success of the extra-curricular or co-curricular activities.
2. All of these ensembles will require a certain level of physical ability to participate and thrive in the extra-curricular or co-curricular ensemble. Inability in certain areas of physical training or conditioning could jeopardize the student's ability to actively participate in one of the extra-curricular or co-curricular activities. These issues could be because physical skill sets or medical reasons.
3. Students who have medical issues should have their doctor's permission to participate in any of these extra-curricular or co-curricular activities. In addition the student and or parent should discuss the situation with the director of the activity prior to any rehearsals or practices. It will be at the discretion of the Director to proceed or disallow the student's participation in any situation that might put the director, the band department, or the Plainfield Community Schools at risk or liability for any injuries or medical situations.
4. Students who have medical issues that prevent them from fully participating in the ensemble will be given options that allow them to continue to participate in the ensemble in a different role that meets the needs of the student and the ensemble. These cases will be handled on an individual basis.
5. If an emergency does occur, the band boosters will have a designated adult to provide support to the student and/or staff to make the appropriate decisions regarding what is best for the student. There will be an established Procedure for this person to administer the appropriate steps to alleviate the emergency and then to contact the appropriate authorities and/or parents, and/or director.

Use of Physical Skills as Reinforcement

1. We may occasionally use physical skill sets as a way to reinforce aspects of our activities. Students may give themselves one of these skill sets as a way to reinforce concentration and excellence. However, that should not take away from, or disrupt the rehearsal. A standard reinforcement would be 10 pushups.
2. Staff members may deem it necessary to give reinforcement information at times but do so with careful consideration. It is considered acceptable to give 1 lap, or a set of 10 pushups as a result of this reinforcement.
3. Students are not to be pushed beyond what would be considered a normal scope either for conditioning or reinforcements.
4. Students who feel they are being pushed beyond their ability to maintain a personal safety level of physical exercise should stop immediately. They will not be punished for being unable to complete a physical skill set that is being required of them. Alternative reinforcements can and will be found to alleviate any unsafe situation.

Rehearsal Guidelines for Students:

1. Each student is expected to be on time, to all rehearsal and performance functions with instruments and ready to begin. **Early is on time and on time is late!**
2. The student is expected to have both their instrument and music ready prior to starting for all rehearsals and performances.
3. Students should have a pencil ready to mark rehearsal suggestions (No pens!).
4. Students should behave considerately to whomever is on the podium, whether it be the director, drum major, or a guest of the band.
5. Students should treat school owned instruments like their own. Any loss or damage of an instrument will be the student's liability and assessed accordingly
6. There are four (4) places your instrument should be (school owned or privately owned)
 - a. In your hands
 - b. lined up in a section (stacked)
 - c. Lined up in the cases
 - d. In your band locker
7. Cell phones are used during rehearsal. Do not call or text your student during rehearsal times. If it is a dire emergency, please have an adult come to the school.

Uniform Guidelines

Band Members

Your student will be fitted for a uniform early in the season. Each member will be given a pair of black gloves (included in your band fee). Each member will be fitted for shoes. There is an additional charge of \$50.00* for any child requiring shoes, either for the first time or due to growth. Band members will wear a compression shirt** and black gym shorts under their uniforms and wear their black socks for ALL performances. *Shoe price subject to change.

**The specific undershirt may vary year to year depending on the uniform top. Mr. Carpenter will specify. Uniform questions may be sent to the Vice-President at

vicepresident@plainfieldband.org

Guard Members

Guard members will also need separate uniform materials depending on the costume.

Wait for information from the Director.

Uniform/Costume Procedures: The following procedures are to be followed by each band/guard member.

1. Each band uniform is very expensive and is expected to last multiple seasons. They are school property. Extreme care should be taken when handling the uniforms.
2. Do not touch the plumes (if used) with your bare hands. They are expensive and fragile.
3. You will be expected to wear gym shorts and the required shirt under your uniform. You can add under armor clothing as needed as the weather changes.
4. All uniforms/costumes are kept in the uniform or guard rooms at the school.
5. All pieces of each uniform are numbered and assigned to a student.
6. Along with the issued uniform, the band student is to wear uniform shoes, uniform socks, black gloves, black shorts and their required shirt at each performance.
7. Each student is responsible for hanging his/her own uniform/costume back on the hanger properly and returning it to uniform parent volunteers.
8. Students are not permitted to eat while in uniform, unless otherwise instructed by the directors.
9. The proper way to wear the uniform is with the jacket all the way on (hooked and zipped), or with the jacket off and carried, folded over the arm. When wearing the uniform, please look before you sit (even on the bus) to be sure you do not sit in something that will stain the uniform.
10. Normal wear is to be expected, but if there is a problem with the uniform, please bring it to the attention of the uniform parents so that it might be corrected.
11. If you have long hair, you will be expected to keep your hair in the shako. We should be able to see the nape of your neck. Many bobby pins are used for this. You can also use skull cap to assist with putting your hair up.

Bus Policy

1. Students will remain seated at all times while on the bus.
2. No personal audio devices will be allowed without headphones.
3. Noise will be kept down to a reasonable level with no shouting and/or loud talking.
4. Be silent at railroad crossings.
5. Always remain on the bus and in your seats until students are dismissed by the directors or chaperons.
6. The bus driver is responsible for your safety; show them the courtesy they deserve.
7. No purple seats. Boys sit with boys. Girls sit with girls. NO EXCEPTIONS.
8. Respect the parent chaperones.

Other Useful Information

The Top 13 Things You Should Know as a Student

1. Early is ON TIME and ON TIME is LATE!!!
2. When in doubt, stop talking.
3. Show respect to everyone and listen to what 'veterans' have to say. They're probably right.
4. Don't expect to know everything the first day. Even veteran marchers still have things to learn.
5. Take the concept of being excellent to the highest level.
6. Stay well rested, fed, and hydrated.
7. Always have all your materials.
8. Know how to work, but also know how to relax. Know that the two NEVER occur at the same time, EVER.
9. Keep up on your schoolwork. Take every opportunity to be as productive as possible.
10. You will be called out eventually during a rehearsal. Don't be afraid. When it happens, speak up and don't worry about being wrong.
11. Trust the instructors even when you think they aren't right. They are rarely wrong.
12. You may want to quit. But DON'T! It will be worth your time and effort in the end!
13. Don't be afraid to ask questions!

The Top 8 Things You Should Know as a Band Parent

1. **Your student is probably more capable than you realize.**
Even if you have all the time in the world, you will start to feel like a personal servant if you do not ask your kids to take some responsibility for their own stuff. Water jugs, sack lunches, laundry, etc. Your student can make a sandwich, fill up a water jug, etc. If you are inclined, help them create checklists so that they remember everything they need to bring.
2. **Get out of the car and come join us.**
Band parents are welcome to watch us learn! Typically, Thursday night rehearsals are treated as performance runs and a pretty good size crowd shows up to watch a run of our show. When we are rehearsing, please be respectful of the rehearsal process. Also, we frequently have parents working on projects. This is a great opportunity to meet the people involved in the band program and get involved yourself. The kids always love the encouragement!
3. **Learn to manage your time and teach your student to do the same.** You WILL be busy -- especially from August until the beginning of November. You will see detailed calendars and schedules via social media, and emails, but you MUST find a way to keep track of everything. More importantly, your student will have to balance band and schoolwork. Many of the band kids are honor students, and the time management skills they learn will help them throughout their lives.
4. **Bring money, warm clothes, and something to sit on to a contest/ performance.** Contests charge admission starting at \$10 per person. Children under 5 are usually admitted free.
5. **Band Directors are people too.** But they are BUSY people. They work long hours, and their main focus is your children. Band Directors often like donuts. If you have a specific concern about your

child and the band program, set up a time to discuss it. If you need general information, directors are probably not your best resource. Try a fellow parent first. A search of the band's Facebook page will probably have the answer, or you can make a new post! On another note: Marching band requires dedication and discipline from your student. The job of the directors is to help your student excel in band. Directors speak loudly and directly. When mistakes are made in a rehearsal, especially due to inattention or lack of effort, there are consequences. Try to relax and allow the process to work. Encourage your student to do their best, listen and work hard. Everyone wants your child to be successful. You will learn this as the season progresses.

6. ***We can't do it without you! Get Involved!***

You will be asked to commit time, energy, donations and the band fees to the band program. Unlike many sports programs, the Plainfield Marching Band must have parent volunteers for the programs to run smoothly, and it is the best way to get to know others. Plan to attend as many Booster and Informational meetings as you can. Mr. Carpenter usually addresses the parents with updates on the show and will answer parent questions. It is time well spent. About volunteering ... your most important ability is your availability! There are tasks that require specific skills, but most opportunities do not. If you can pull a soda from a cooler, take tickets at a gate, use scissors, sew or build props - you have all the skills you need. Better yet, there is so much to do, you are bound to find something you enjoy doing!

7. **READ YOUR EMAIL AND PARENTSQUARE. Pay attention to our band social media pages**

This cannot be said enough. As the season progresses, you will receive many emails and messages. READ THEM. CHECK YOUR EMAIL DAILY. You may not always completely understand the information but read the information that is sent to you. If you are completely lost, you can ask many parents who are very familiar with our band program. Please make sure notifications are turned on for the Band App.

8. **Yes, it's worth it!**

All of the rides, time, and effort that as a parent, you put into getting your child to practice is worth every second. You may not be able to appreciate that in the beginning. Your student may get discouraged at first. There is a lot of repetition, hot sweaty days, failures, and disappointments. Then the show starts to come together, and everything changes. There is a new energy, a new excitement. This is the point where they will either LOVE band or plan a different activity next year. Most of the kids LOVE band by the end of the season, so make them tough it out for the whole season. It will be worth it.

A Word of Advice: Practice, especially early in the season, can seem very overwhelming. Students will be challenged musically, physically, and mentally. For some children it is a very intense experience that can leave them feeling frustrated and off balance. How you handle this is likely based on your parenting style and your child's personality. Do not disregard your child's concerns but try to keep in mind there are some valuable life lessons to be learned about working with others. Talk to them, support them and encourage them to hang in there. Only you really know your child and whether this activity is going to be too much. Before you make any final decisions, talk to the directors and maybe an experienced band parent. Somebody can offer insight and suggestions on how to get through the challenge.

The Band Boosters Organization

If you are a band parent, you are a band booster! The band booster organization is made up of parents, students, and other adults interested in the PHS Band Program. The purpose of the band boosters organization is to provide support for the Plainfield High School Band both financially and morally. The band boosters are a very integral part of the band program, and it is the responsibility of each family to contribute their share to the organization by attending meetings, working on projects, attending performances, etc. This organization is governed by their adopted set of bylaws.

The PHS "band family" has brought together many people toward common goals, and experience valued by the many who have taken the opportunity to participate. We are very proud of the "family atmosphere" that is prevalent around the band program and encourage all to get involved and take stock in a very important commodity -- our kids!

Band Booster Board

These positions are voted by the on bi-annually. Please visit our website, www.painfieldband.org to view our by-laws and further information.

President: president@plainfieldband.org

Vice President: vicepresident@plainfieldband.org

Treasurer: treasurer@plainfieldband.org

Secretary: secretary@plainfieldband.org

Director of Communications: communications@plainfieldband.org

Director(s) of Operations: operations@plainfieldband.org

Director of Revenue: fundraising@plainfieldband.org

Director(s) of Events: volunteers@plainfieldband.org

PHS Band Volunteers

The PHS Band Volunteers are volunteers that provide important support for the band/guard in preparation for and at competitions/performances throughout the year. This hard-working group can plan on long hours as needed, but also the reward of sharing in the ownership of the band's success. Many volunteers are needed to build props, load trucks, drive trucks, feed people, clean uniforms, etc. Some volunteers are needed to head these efforts. These positions are a one-year appointment by the president of the Boosters with the option of renewal each year. All appointments are under the approval of the Band Director. Some positions include, but are not limited to, Director of Concessions, Concessions Banker, Sudexo Live Coordinator, Head Uniform Parent, and Head Food Parent. Band volunteers must exemplify high moral standards, be able to work well with young people and have the ability to work well with other adults. If you are interested in helping out, please let us know at president@plainfieldband.org. The school requires all volunteers to have a background check on file.

Background Checks

Plainfield Community School Corporation requires that anyone having contact with our student population complete a background check through [Safe Hiring Solutions](#). This authorization form is available at the school office, the school website or the band website and must be completed prior to volunteering. If you plan to help in a role that is in direct contact with students, please do this as soon as possible as it takes time to get approval. Some volunteer roles do not require an expanded background check. Please let us know if you have questions about this. If you would like to help with driving box trucks, we will need your driver's license on file with the school.

Volunteer Duties

Uniform Fitting	Equipment loading and unloading
Prop Construction	Moving percussion equipment
Chaperoning	Truck transportation
Dressing, uniform repair, etc.	Equipment maintenance
First Aid	Serving meals

PHS Band Program Activities

1. Marching Band
2. Color Guard
3. Concert Band
4. Wind Ensemble
5. Percussion Studio (for percussionists only)
6. Pep Band (opt.)
7. Jazz Band (opt.)
8. Winter Guard (opt for band members)
9. Solo & Ensemble (opt.)
10. Band Camp
11. Band Banquet (opt.)
13. Travel and participation in local and national events.
14. Indoor Percussion Ensembles (opt. for percussionists and band)

Description of Student Leadership Positions

Drum Major- To be a Drum Major in the Plainfield High School Band you must be a picture of excellence. Dedication and achievement are a must. A Drum Major must portray citizenship, courage to stand up for what is right, commitment, and perseverance. A Drum Major is a yearlong leadership position.

A Drum Major's responsibilities include leading and organizing the goals of the section leaders and conducting the PHS Marching Band which includes a great deal of rehearsal preparation and score study, assisting the director with the instruction of marching and maneuvering, developing an effective line of communication for the entire student organization, and helping with any and all booster club volunteer activities. It is the responsibility of every marching member to listen, respect, and be subordinate to their Drum Majors. Any breach in respect will result in direct and prompt disciplinary action by the director.

The Drum Majors in conjunction with the director will assign areas of responsibility to alleviate confusion. The Drum Majors are also in charge of keeping a clear expectation of the members of their staff and the Section Leaders. The Drum Majors will organize and facilitate any necessary meetings of the Section Leaders to discuss any and all band issues. It is also the responsibility of the Drum Major as it is with all Section Leaders and Managers, to maintain a clean band facility, including rehearsal room and field. After each activity the Drum Majors should be the last to leave, doing a final sweep of the facility to maintain its cleanliness.

Guard Captains/Section Leader-The Responsibilities of a Section Leader in the PHS Band is to put it simply to be responsible for the excellence in their section. Section Leaders expected to have dedication and commitment to the band and its short and long term goals. The section leaders in the Plainfield band are expected to carry themselves with a positive attitude and to lead by example. Responsibilities include holding/running organized sectionals with their section, providing individual music and marching instruction to the members of their section on their own time when asked or when deemed necessary. They are directly responsible to the Drum Majors for the preparation and level of execution of their sections. Section Leaders must attend leadership meetings scheduled by the Drum Majors to discuss any and all band issues.

Section Leaders are responsible for maintaining that issues discussed in leadership meetings stay there and are treated as confidential out of respect for the band and the members in it. The Section Leaders are in essence the staff of the band assigned to their section and must always act in a professional and mature manner. It is also the responsibility of all Section Leaders and Drum Major to maintain a clean band facility. After each rehearsal or event, a sweep should be done of the band facility and field for trash or out of place items.

Awards: A formal awards ceremony is held every spring.

1. **Numerals** – requires one complete year of participation in band
2. **Band Letter** - requires two years participation in band and be a sophomore.
3. **Outstanding Members** - given to one student in each class (9-11) for outstanding service to the band through participation and performance.
4. **Most Improved** - given to one student in each class (9-11) for showing the most improvement throughout the school year.
5. **Chester Drake Memorial Scholarship** - a monetary award given to a senior planning to continue in higher education. Criteria and amount of this scholarship is established by the Band Boosters Scholarship Committee.
6. **Director's Award** – given to a student who has dedicated themselves to helping band program through musical and organizational efforts throughout their high school career.
7. **Louis Armstrong Jazz Award** - given to a student who has developed appreciation and skill in the area of jazz in addition to service in the jazz band program.
8. **John Philip Sousa Award** - given to the outstanding senior for service to the band through participation and performance during their high school career.

If you are printing a physical copy, you do not need to print the above pages, only the pages below.

HEALTH INFORMATION 2025 - 2026

Plainfield High School Band

To be filled out by Parent or Guardian:

Student Name _____ Grade _____

Date of Birth _____ Height _____ Weight _____

Male/Female _____ Instrument/Guard _____

Student's cell _____ Student's email _____

Home Address _____

Street

City

Zip

Name of Parent 1/Guardian 1 _____

Telephone (h) _____ (w) _____ (c) _____

E-mail address _____

Home Address _____

Street

City

Zip

Name of Parent 2/Guardian 2 _____

Telephone (h) _____ (w) _____ (c) _____

E-mail address _____

Home Address _____

Street

City

Zip

If Person Above is Not Available In Event of Emergency, Please Notify:

Name _____ Phone _____

Relationship _____

.....
Name of Personal Physician _____ **Phone** _____

Personal Health/Accident Insurance Carrier _____

Policy Number _____ **If no health insurance, check here** _

Medical Information PAST or PRESENT (please check):

Asthma Y _____ N _____ Diabetes Y _____ N _____

Allergies Y _____ N _____ Leukemia Y _____ N _____

Convulsions/Seizures Y _____ N _____ Cancer Y _____ N _____

Heart Disease Y _____ N _____ Hemophilia Y _____ N _____

Please list any allergies the student has. _____

Explanations: _____

Any reasons to restrict full activity (physical or emotional) Y _____ N _____ If yes, give all information needed to provide as safe and full participation as possible.

.....
Is there any reason for medication to be taken? (see page 2) Y _____ N _____

Name of Student: _____

Grade _____

List any special equipment such as orthopedic or handicap devices, glasses, contacts or dentures.

Please provide date of the last tetanus inoculation. (Note that boosters are updated around age 15 or 16. Check with your physician to see if a booster is needed.)

TETANUS TOXOID _____ BOOSTER _____

AUTHORIZATION TO GIVE MEDICATION AT SCHOOL/TRIP

Students with asthma are encouraged to carry their inhaler at all times.

Please list any **prescription or OTC/non-prescription** medication, including asthma inhalers, the condition for which medication is being administered, and dosage information:

Medication Name

Dosage and time to be given

Other than an asthma inhaler, will your student be taking any of the above listed medications while at any band activity? Y _____ N _____

May your student be given any of the following over-the-counter medication when needed? Please indicate dosage.

Tylenol Y ___ N ___ Dosage _____ Advil Y ___ N ___ Dosage ___ Midol Y _____ N
Dosage _____

FOR OVER-THE-COUNTER NON-PRESCRIPTION ITEMS, A PARENT SIGNATURE IS SUFFICIENT.

PARENT'S SIGNATURE _____ DATE: _____

By checking this box, I understand that I have signed this form electronically as my digital signature.

FOR PRESCRIPTION DRUGS, THIS FORM MUST BE SIGNED BY BOTH PARENT AND PHYSICIAN.

PHYSICIAN SIGNATURE _____ DATE: _____

In case of emergency, I understand every effort will be made to contact me. In the event I cannot be reached, I hereby give my permission to the physician selected by the adult leader in charge to secure proper treatment, which may include hospitalization, anesthesia, surgery or injections of medicine.

Parent/Guardian Signature: _____ Date: _____

By checking this box, I understand that I have signed this form electronically as my digital signature.
 Check this box if you want to be notified if your student visits the first aid tent for a non-emergency.

***These forms go with your student wherever they go.
Please update the forms if there are changes throughout the year.***



Plainfield High School Red Pride Band

STUDENT CODE OF CONDUCT



1. I have read and agree to everything listed in the Plainfield High School Band Department Parent/Student Combined Handbook.
2. Band members **MUST** adhere to all rules and regulations as set forth by Plainfield High School and the Plainfield Community School Corporation.
3. Superior, attentive conduct is mandatory at all rehearsals and competitions. Full cooperation with the band staff and faculty is expected.
4. There will be no use or carriage of illegal substances, drugs, alcohol, or tobacco in any form at any time.
5. Violent actions or aggressive behavior will not be tolerated. Band members are to keep their hands to themselves.
6. Band members will refrain from any questionable behavior or action.
7. Vulgar and profane language, in any form, will not be tolerated.
8. Band members are to act courteously and dress appropriately at PHS, other schools, busses, and contest facilities. Students are to show respect for all people, property and local rules at all times.
9. Band members will respect the equipment they are using. Band members who carelessly damage equipment will be responsible for the replacement cost of the damaged equipment.
10. Band members must be in place, with their equipment, ready to rehearse prior to the beginning of every rehearsal.
11. Band members will follow all bus driver rules during transport. Disruptive or distracting behavior will not be tolerated.

Any Band member who fails to abide by this code will be subject to Plainfield High School's disciplinary policies and procedures and will forfeit their membership in the Plainfield High School Band.

I, the undersigned, have read and agree to the Plainfield Band Code of Conduct and Band Handbook. I will incorporate the above stated conduct into my standard mode of behavior, and will do all in my power to exemplify the above qualities, as well as support my colleagues in their efforts.

Student Signature: _____

Date: _____

Parent Signature: _____

Date: _____