

# BRMHS Orchestra

## HANDBOOK



Baton Rouge Magnet High School

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## MISSION STATEMENTS

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- To teach the art of music through classroom education and performance experiences.
- To develop and nurture orderly thinking.
- To foster a sense of responsibility in each individual for the success of their group.
- To provide quality musical performances for the community, students and faculty.
- To instill a lasting appreciation of the Arts in all students.
- To provide a challenging environment for students pursuing Performing Arts on the college level.
- To promote group and school spirit.
- To prepare our students for college auditions

## GENERAL BUILDING RULES AND EXPECTATIONS

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**Students are not allowed to use cell phones in any capacity, without permission from the instructor.** In other words, students may not charge cell phones in teacher classes.

Students are not allowed to eat anywhere in the building, except the cafeteria, front lawn or courtyard. During lunch, each stairwell, hall, and teacher classroom will be void of students. Exceptions will be made at the discretion of the director.

Never open any outside doors for anyone. All students and visitors must enter through the front door.

## CARE AND USAGE OF DEPARTMENTAL FACILITIES

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### ***Rehearsal Spaces***

Rehearsal space and all areas around it must be kept neat and orderly. Equipment and instruments will be stored in a designated area in the storage rooms. Careless instrument or equipment storage will result in confiscation of the equipment by the Director. Any personal items or clothing left lying around will be discarded or taken to the lost and found (attendance office). Any garbage will be placed in the trash receptacle. Anyone caught “messing up” the Rehearsal Room will be required to clean it. **NO FOOD, GUM, OR DRINK OF ANY KIND IS ALLOWED IN THE REHEARSAL ROOM.** The computer and audio visual equipment is off limits to students. Any exceptions made will be at the discretion of the director.

### ***Director’s Office***

No student officers, at the director’s discretion, are allowed in the Teacher’s office, or in the Teacher work area. With permission from the Directors and Teachers, exceptions may be made for Officers. Students can not use the Director’s refrigerator, microwave, or anything in the office.

### ***Classroom Computer***

Students are not allowed to use the Director’s computer. Students may use the computer, located in the school’s library, before school, after school, or during lunch.

### ***Copy Room / Teacher Break Room***

Only Teachers and Student Aides are allowed in the copy room.

## **Practice Rooms**

Practice rooms are for music students enrolled in Orchestra, Band, Choir, or Piano. No-one else is allowed in the practice rooms. Practice rooms are also for individual use. Practice rooms will be assigned and will be inspected on a daily basis for order and cleanliness. If you use a practice room, it is your responsibility to make sure it is locked when you are finished using it. Failure to lock practice room, or abuse of the room will result in students losing their practice room privileges. All users also must sign the form attached to the door, indicating that the user is the actual person using the practice room. **NO FOOD OR DRINK IS ALLOWED IN THE PRACTICE ROOM. EVERYONE USING A PRACTICE ROOM MUST SIGN IN.**

1. **DO NOT BRING CHAIRS IN PRACTICE ROOM UNLESS YOUR INSTRUMENT REQUIRES YOU TO BE SEATED.**
2. **DO NOT APPROACH A TEACHER THAT IS TEACHING, AND ASK THEM TO UNLOCK A PRACTICE ROOM. USAGE OF THE ROOM MUST BE PRE-ARRANGED WITH THE INSTRUCTOR.**
3. **ONLY ASK "YOUR" TEACHER IF YOU NEED TO USE A PRACTICE ROOM.**
4. **DO NOT TAMPER WITH WINDOWS OR SHADES IN THE PRACTICE ROOM.**
5. **YOU MUST SIGN IN ON THE SHEET PROVIDED ON THE OUTSIDE OF EACH PRACTICE ROOM DOOR OR YOU WILL BE DISMISSED FROM THE AREA.**

## **Theatre / Auditorium / Black Box B**

The Theatre is our sanctuary. Students are expected to show the highest level of respect to our performance facilities. **NO FOOD OR DRINK IS ALLOWED IN THE PERFORMANCE FACILITIES. UNAUTHORIZED STUDENTS ARE NOT ALLOWED IN THE SOUND BOOTH, LOCATED IN THE BACK OF THE THEATRE.**

## **Visitors**

In order to decrease the chance of theft or vandalism, the following are the only people allowed in the Rehearsal Rooms: The Director, Chaperones, Ensemble Members and their Families, Administrators, Custodians, Teachers, or anyone who has permission from the Director. Please do not cause a tense moment for your friends by letting them come into the Rehearsal room if they are not in the Organization or Ensemble.

### ***Theft***

Each student is responsible for his or her instrument, uniform, equipment, and belongings. Every effort is made to keep the room as secure as possible during the school day and after hours, **HOWEVER, THE SCHOOL OR DIRECTOR WILL NOT BE RESPONSIBLE FOR ANY PERSONAL PROPERTY THAT IS BROUGHT ON CAMPUS. PERSONAL INSTRUMENTS OR EQUIPMENT LEFT IN THE BUILDING OVERNIGHT WILL BE AT THE DISCRETION OF EACH STUDENT AND AT THEIR OWN RISK.** Keep track of your belongings and don't automatically expect the Director to know where any misplaced items might be located.

## **REHEARSAL & PERFORMANCE ATTENDANCE**

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Practices and performances are mandatory. **STUDENTS MISSING AN EVENT OR CONCERT WITH AN UNEXCUSED ABSENCE WILL RECEIVE A GRADE OF Zero FOR THAT EVENT.** The director will only accept doctor's excuses and Absence Excuse Form as communication from parents as an excuse. If you will be absent from any event, you can download the "Absence Excuse Form" from the BRMHS Orchestra website, or pick up one from your Teacher.

This form is due at least two days prior to the date of the event. Notes from parents or students will not be accepted. Dates are provided ahead of time so that everyone has ample time to make arrangements.

***Unacceptable Excuses include but are not limited to the following:***

Babysitting / Watching Siblings  
Birthday  
Work  
Party  
Doctor's Appointment (non-emergency)  
Intramural Sports  
Didn't have a ride  
Homework

***Acceptable Excuses with Prior Notice***

Death in the family  
Extreme sickness with Doctor Note (Not common cold, allergies, or headache)  
Wedding  
Religious Holiday  
School Trip

In the case that the absence is excused by the director, students may be required to complete a written assignment to make up the missed points. Parents are asked to try and make every effort not to schedule other activities and appointments for students that will conflict with practice and performance dates and times. Students will be required to complete the written assignment by the next school day.

## **ARTS PARENTS**

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Parents are a key component of the BRMHS Performing Arts programs, and have a vital role to play. Without the assistance and cooperation of

parents, there would be no chance to reach the level of success that we aspire to. There are many things parents can do:

- Attend parent meetings.
- Volunteer for parent committees. There are many different tasks with which the director needs your assistance; everyone can find a niche that suits their expertise; chaperones, uniforms, transportation, equipment, sewing, meals, etc.
- Be supportive of the performing Arts programs and your child's participation.
- Assisting your child to be prepared, and on time for all rehearsals and performances.
- Notifying the Director personally if your child will be absent or late.
- Encouraging your child to practice at home.
- Showing your interest and support in your child's music and ballet study by attending as many performances as possible. It makes a difference to your child!
- Arranging for outside music and ballet study for your child, if possible.

## **Student Commitment**

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As a member of the BRMHS Performing Arts Department, **you** are the most important factor in your group's success. Do not take your membership for granted. Being in your group sends a message to others

that you want to be a part of a group that is not satisfied with reaching only a level of mediocrity. To make your Arts experience the best possible you should do the following:

- Be on time for all classes, rehearsals, performances, and events.
- Prepare your music and choreography so that you are not practicing it during rehearsal or performance time.
- Be at rehearsals and performances with a positive, cooperative, and enthusiastic attitude.
- Be active in Ensemble functions such as fundraisers, parties, and trips.
- Be prepared for any rehearsal or performance with the correct attire and instrument.
- Stay up to date with upcoming events that are posted on the calendar(s).
- **Keep up with ALL of your schoolwork.**

## BRMHS PERFORMING ARTS MEMBER CONTRACT

WELCOME and thank you for your interest in the BRMHS Arts Programs. You have demonstrated that you possess the dedication and motivation to become the best Performing Artist possible while contributing your talents to our program.



In order to participate in the BRMHS Orchestra, Band, Ballet, Choir, Drama Department, or Piano Studio, you must agree to certain conditions, including but not limited to paying Ensemble and trip fees, participating in all rehearsals, and having Orchestra, Band, Ballet, Choir, Drama, or Studio Piano on your school schedule. The following outlines your responsibilities:

- **YOU MUST ATTEND ALL SCHEDULED REHEARSALS.** Absences from rehearsals will only be excused by the director and only in emergency situations. Examples of these conditions would be: medical emergency/illness, death or severe illness in the family, or other school related activities where a grade is involved.

- **YOU MUST ATTEND ALL SCHEDULED PERFORMANCES.** Performances are the main reason that our Ensembles exist; therefore excused absences from performances are rarely given. An unexcused absence from a performance will result in a letter grade drop from the nine weeks grade, and a consultation with the parents and student as to continued membership in the Ensemble or Group.

- **YOU MUST HAVE THE APPROPRIATE CLASS ON YOUR SCHEDULE.** The Director and the Guidance department will make every effort to work out your schedule to accommodate this. All members of the School Performing Arts Program will participate in the performing ensemble. Only documented medical conditions signed by a physician will warrant an exception to this policy. Your ensemble or ballet class is also a **YEAR LONG CLASS**. You are required to remain in the class for the entire school year. If you drop the class at any point, you will not receive credit for ANY PART of the course (no 1/2 credit for a semester). You will be assigned to an ensemble or group based on your ability level and instrumental needs of the ensemble or group.

- **YOU ARE REQUIRED TO MEET YOUR FINANCIAL OBLIGATIONS.** These fees pay for benefits that YOU will receive.

- You will be required to read and abide by all the rules and regulations found in the Performing Arts Handbook.

## ***BRMHS PERFORMING ARTS MEMBER CONTRACT SIGNATURE FORM***

(Sign and Return This Form To Your Instructor)

***By signing below, I acknowledge that I have read and understand all of the conditions for acceptance into the BRMHS***

***Performing Arts Department, listed in the handbook. I agree to abide by and adhere to all rules, procedures and financial expectations set forth in this handbook.***

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STUDENT NAME (Printed)

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STUDENT SIGNATURE

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STUDENT'S ART TEACHER

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DATE

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PARENT/GUARDIAN SIGNATURE