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| **Admittance to the Rehearsal Halls** | The rehearsal hall is not a “hang out” area – it is to be used for practicing independently and rehearsing ONLY. |
| **Entering the Classroom** | All students are to enter the rehearsal hall respectfully and set up quickly. DO NOT enter the room if a director/staff member is not present. |
| **Beginning Class** | Rehearsal will begin three minutes after the bell rings. |
| **Warming Up** | Play long tones, a warm up of your choice, and tune. This is how professionals warm up. If you play drum set, set up the kit and wait quietly. This allows everyone else to tune. |
| **Gum/Food/Drinks/Hats/Hoods/Beanies** | Gum/food/drinks/hats/hoods/beanies are NEVER allowed in the rehearsal hall. (water is ok) |
| **Cell Phones** | Cell phones must be put away during rehearsal. |
| **Leaving Your Seat** | Raise your hand and ask for permission. |
| **Practicing In The Band Room** | Must always use a met/tuner and practice  ensemble literature/scales/etudes |
| **Non-Band Members** | Only current band and guard members are allowed inside the band facilities. |
| **Band Website** | Calendars, updates, and important information can be found at [www.vmhsband.com](http://www.vmhsband.com) Visit often! |
| **While a Director or a Staff Member is Speaking** | Maintain eye contact and be attentive. Do full body listening. |
| **Lockers** | Lockers are used for your instrument and music ONLY. All other items will be sent to the school lost and found. All lockers that are can be locked MUST have a lock. |
| **Getting Help** | If you need help, ask! Sign up for an appointment in the office. |
| **Seeing Someone for the First Time** | Say “good morning” or “hello!” Have a conversation and show others you’re genuinely interested in how they’re doing. |
| **PE Classes** | Instruments may never enter the PE locker rooms. |
| **Repairs** | See Mr. Fritz for all repair needs. Instruments will not be returned unless repair bills are paid. **Frank is usually here on Tuesday afternoons.** Payments for instrument repairs are made directly to “Shamrock Music”. |
| **Tearing Down** | Return all equipment to its designated storage area. YOU are responsible for putting away your own chair and stand. At the end of the day, 6th or 7th period will be responsible for making sure all facilities are clean. |
| **Class Dismissal** | Class will be dismissed three minutes early to allow time for tearing down. All students are to leave the rehearsal hall silently and promptly. |
| **Entering the Band Office** | Always knock and patiently wait for a director to wave you in. Understand that sometimes you will not be waved in. Make an appointment if you’d like a director’s undivided attention. |
| **PAC Facility Rules** | No students may “hang out” in the PAC hallways before school or during lunch. Use hallways to walk from one room to another. Students are NEVER allowed in the MPR, foyer, foyer bathrooms, or theater without instructor permission. |

**VMHS Instrumental Music Procedures:**

*Please commit these to memory; there will be a test at our next class meeting.*