

CASTLE HIGH SCHOOL SHOW CHOIRS 2020-21 Member Handbook

Director – Mr. Brian Adcock / badcock@warrick.k12.in.us
Assistant Director – Ms. Jenny Kinney – jkinney@warrick.k12.in.us
School / Choir Office Phone Number – (812) 853-3331

The Golden Rule

"TREAT OTHER PEOPLE JUST AS YOU WOULD WANT TO BE TREATED."

This is the critical rule upon which the show choir program is founded. Always remember that showing respect for someone else will earn respect back for yourself. Never show disrespect to anyone else in the group, other groups, or their property through words or actions. *Saying it on social media or any form of group or individual messaging is the same as saying it in person.* We are a close-knit family, and *ANY form of bullying, to a person's face or behind his/her back, **will not be tolerated.*** Following the Golden Rule creates a positive atmosphere for everyone.

Grade Point Average

Each show choir member is expected to maintain a minimum 2.0 or "C" G.P.A. each 9-week grading period. Report cards will be consistently examined by the directors the day they are issued. Tutoring is always available for those in need of assistance by people within the program who are capable and willing to help. A pattern of G.P.A. violations will jeopardize your chances of future involvement within the program.

Rehearsal Rules

- Arrive and depart on time. Late arrival (after attendance is taken) **and/or** early departure (before President or Director dismissal) will result in a *minimum* 10-point deduction per offense. Any exceptions must be pre-approved by one of the directors.
- Notify the directors in writing in advance of known conflicts to be considered for excused absences. This notice must occur immediately upon receipt of monthly calendar. Non-emergency medical appointments and other non-school sponsored activities must be scheduled outside of regular rehearsal days (Monday and Wednesday for Knightingales; Tuesday and Thursday for Knight Sensations). Policies regarding unexcused absences will be strictly

enforced with grade reductions (loss of all 50 points per rehearsal or performance) and/or performance penalties applied.

- Wear appropriate clothing and/or dance attire. *No jeans or khakis* (long or short) and *no skirts!* Common sense and modesty are expected. Provided wardrobe substitutions may occur for violations.
- Wear appropriate shoes as instructed *for both dancing AND running* (tennis shoes, character heels, or dance shoes) during rehearsals, including class time if notified. *No bare feet or flip-flops.* **There will be a 5-point deduction per item of incorrect clothing/shoes.**
- Do your part in helping set up and tear down risers and props at the beginning and end of rehearsals as assigned by the stage manager. *A 10-point deduction will apply for failure to help.*
- Pay attention during stretches and warm-ups.
- Once rehearsal begins **all talking stops!** *A 1-point penalty, without exception, will be assessed for each instance of talking. Additionally, physical consequences (running, push-ups, etc.) may be assessed as determined necessary by student or adult leadership.*
- Remain focused on the task at hand during rehearsals.
- Maintain a positive attitude at all times.
- Remain in the room at the end of rehearsal until the director or student board president dismisses the entire group.
- Do not bring food unless special permission has been granted.
- Bring your own bottled water to rehearsals if you wish to drink it. Except for special events, water is not provided. Supply closets and staff work areas are off limits to students.
- Refrain from playing any musical instruments which may be there.
- Absolutely no cell phone usage during rehearsals. Do not bring your phone into rehearsal in order to avoid distractions. Texting or talking on cell phones while rehearsal is in progress will result in confiscation by the director (returned at the end of rehearsal) and a 5-point deduction.
- You must have your music with you or in your assigned cabinet slot for all pre-announced extra vocal rehearsals (outside the school day).

Performance Appearance Rules

- Have on all uniform pieces and proper undergarments.
- Wear appropriate travel apparel as assigned.
- Show choir Polo shirts, assigned pants (K.G. – black dress pants / K.S. – khaki dress pants), and dress shoes must be worn at all times before AND after competition performances. Our desire is to

present a classy, professional appearance at all times. * *Jeans and leggings are never acceptable.*

- Show choir track suits must be worn on Friday travel days in order to promote group unity and to allow quick identification by our chaperones, who vary from week to week. Show choir t-shirts must be worn with track jackets. Personal or non-approved shirts are unacceptable. Uniformity, not individualism, is always our goal as a group.
- Be dressed and ready at designated times.
- Students needing to arrive in crew apparel should be dressed modestly and appropriately and change out of it when work is completed.
- Failure to meet rules will result in a minimum grade reduction and/or ineligibility to perform.

Ladies:

- Have nails painted neatly in assigned color.
- Have on all assigned jewelry. *Do not wear unassigned jewelry on contest day.*
- Makeup should be on and done as directed.
- Hair should be done as directed, including hairpieces. No hair color changes are allowed after your hairpiece is individually matched to you! This applies through the last competition of the season. Hair must be appropriate length to attach hairpiece and must be one natural color.

Gentlemen:

- Hair cannot pass the collar and must be neatly cut and maintained. No color changes after final placements.
- No facial hair is allowed.
- No jewelry is allowed.

Competition and Performance Rules

- We are **always** being judged, officially or unofficially.
- Be confident, friendly, and keep a smile on your face.
- Be careful, quiet, and quick with the set-up and tear-down of risers and props.
- Stay on schedule as directed by student board members.
- Stay out of the way of the next group.
- Remain as a group unless instructed otherwise by the directors or student board president.

- Members may not change clothes in the same room with the opposite sex unless a room divider is present. Knight Sensations girls will only change in the Nightingales homeroom if no room divider is present in the Knight Sensations homeroom.
- No one besides choir members and specified adults are allowed in homerooms and warm-up rooms before competitions.
- Keep your personal area of the homeroom neat and orderly. Clothes and belongings should not be thrown on the floor.
- Homerooms are only to be used for changing and getting ready. Sleeping and hanging out are not allowed. Students are to use free time to eat or watch other groups in the performance venue.
- Show good sportsmanship to other schools.
- Do not speak negatively about anyone, whether in our program or another school's. This includes social media outlets. Be respectful and quiet when other groups are performing.
- P.D.A. (Public Display of Affection) is inappropriate at all times. Handholding is the only allowable exception, per school policy. Please use common sense in this area.
- Stay out of other schools' homerooms and prop / staging areas.
- Bring personal valuables at your own risk and keep them out of sight.
- In order to be excused from riding home on the bus, your own parent or guardian must provide a written note or e-mail to one of the directors granting permission **prior** to competition day. Make sure to plan ahead if you do not intend to ride the bus home from a competition as there are too many other activities occurring the day of to be able to process last-minute requests. Students not turning in a note in advance **MUST** ride the bus home. Due to the interest of your safety and school legal liabilities, any infraction will result in the complete loss of all points for the weekend.
- No one in the program may leave a site (*regardless of parent permission*) until all eligible Castle groups have competed in evening finals and director permission has been granted, and then must be signed out via a parent through the head chaperone.

Bus Rules

- Keep the bus clean and pick up any trash.
- Ride **ONLY** the bus assigned to you both directions. Switching buses is not allowed due to attendance accountability.
- Everyone stays after the trip until jobs assigned by the student officers are finished.

- **Be polite** (i/e saying hello, thank you, etc.) to your bus driver and chaperones at all times and respect their instructions.
- No loud talking.
- Do not bother **anyone** who wishes to sleep.
- No singing.
- Be quiet over railroad crossings.
- Inappropriate P.D.A. is prohibited. *This applies to both opposite and same-gender scenarios.*
- Once attendance starts, **all talking stops!**
- Upon arrival at the hotel, remain on the bus until a director or chaperone releases you by room. Dismissal order will be staggered from week to week.
- At a competition, everyone must be silent and focused once we arrive on site. 5 minutes of silence will be observed prior to arrival with all members following instructions of the student president.
- A portable DVD/CD player or iPod is allowed ONLY with headphones.
- Glow sticks, flash photography, or any device with extra light which could distract the driver are prohibited due to safety concerns.

Hotel Rules

- Members must follow the group's itinerary, *regardless of parental presence.*
- Be *quiet* upon arrival. We normally arrive late and there are already other people trying to sleep. If noise complaints from a specific room can be traced back to yours, you will pay for that room!
- Upon arrival, retrieve your bags and go quickly to your assigned room. Buying snacks, showing off new pajamas, ordering food, visiting with parents, surfing hotel computers, etc. are not acceptable.
- When out of the room, be modestly and appropriately clothed.
- Respect the hotel's property.
- No one allowed in a room occupied by a member of the opposite sex.
- Refrain from making any loud noises (yelling, radio, jumping, etc.)
- Do not run in the halls.
- Be in the room at announced curfew and stay there.
- Electronic gaming systems are prohibited.
- **Go to sleep A.S.A.P.** – this is why we spend money for a hotel! This is a privilege which could be revoked.

- Be ready to go in the morning at the designated time. Be respectful of chaperones' instructions and leave your room door propped open upon checkout for them to check.
- Leave your room neat and orderly – just as you found it. (Refer to the first point under “Competition & Performance Rules.”)

Staging

- Stack risers as instructed.
- Do not step on or kick levers and connectors.
- Do not slide the risers as surface scratching will result.
- Take good care of any props assigned to you and only use those specific to your part of the show.
- Keep them in and return them to the correct place.
- If any assistance is needed by the stage crew in loading or unloading the equipment trailer, be willing to offer it without complaint.

Image and Social Media

It is imperative that the good reputation of the Castle show choir program is upheld at all times. Members should take special care when wearing show choir apparel, displaying yard signs or car decals, etc. These items represent our program, and anything done or displayed in conjunction with them should be carefully examined.

Additionally, anything posted on social media as an individual contributes to the reputation of the group as a whole. Know your role and the importance of maintaining a first-rate image in the mind of the public.

Attendance Policy

Per the Castle High School student handbook, *no student* who misses an entire school day for illness or injury may attend or participate in any after-school activity the same day. This would include (but not be limited to) any rehearsal, performance, concert, or competition involving the show choir program or any other C.H.S. activity.

Use of Controlled Substances

In keeping with the classy and wholesome image of a C.H.S. show choir member, smoking (including e-cigarettes), drugs, and alcohol do not have a place in our program. Therefore, regardless of your age, *if the director determines by a majority of the evidence that you have consumed or been in possession of the above items; or misused, sold, or*

distributed these items, you will be placed on probation for the first offense and declared INELIGIBLE for further participation for the second offense.

Statement of Agreement

I understand the high honor that comes along with my role as a member of the show choir program at Castle High School. I also know that there were many other students who would have loved to occupy the spot that I was privileged to earn. I pledge to the directors, my fellow members, and the entire school community that I will do everything in my power to uphold the high standards set forth over many years by previous members of our program, and that I will do my best to carry on the tradition of EXCELLENCE which has been established.

I will respect and abide by all the governing rules and policies set forth in this handbook, regardless of whether or not I personally agree with each of them, and I will let my director know if I feel someone else is not keeping his or her commitment as well.

- *In an effort to conserve costs, printed copies are not being distributed this year. The full handbook is available anytime online under the "Information" tab at www.castleshowschoirs.com.*

Student's Signature _____

Parent's Signature _____