

Islip Public Schools

Elementary Instrumental Music

Handbook



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Elementary School Instrumental Music Handbook

**Introduction**

Since the degree of success within an organization depends, in part, upon the development of standards and procedures, this handbook was designed to provide consistency among performing organizations in the Islip Public Schools.

Guidelines for Participation:

**A. Attendance** – Students are required to be at all scheduled rehearsals, lessons, and concerts.

1. Lateness – Students must be on time for each lesson and rehearsal.
2. Excused Absences – Students that fail to attend a band or orchestra rehearsal must bring a note from home to their respective music teacher. Because preparing for performance requires a significant amount of group rehearsal, students that accumulate three unexcused absences may not be prepared to perform with their group at the seasonal concert and assembly.
3. Special Problems – If a child cannot attend a rehearsal, assembly or concert, the parent should bring that to the attention of the teacher well in advance of the scheduled date. Informing the teacher after the fact (if not an emergency) does not allow for the proper planning that might be necessary due to your situation. Should an emergency arise (ex. sickness), please contact your instrumental teacher right away.
4. Missed Lessons – Any lesson missed should be made up that week during another lesson or make-up time.
5. Missed Class work- You are responsible to make up any class work that is given during lesson times.

**B. Behavior and Conduct**

1. During Rehearsals – Rehearsal time is class time and is important. Talking or playing out of turn disrupts the rehearsal and should not happen at any time.
2. Instruments – Students should use only the instrument that has been assigned to them. All instruments should be put away properly and on their assigned rack or area. Please be reminded that all private or assigned instruments must not be left in the music room or classroom and should be taken home for daily practice sessions.

### **C. Care of Music and Instruments**

1. **Music** – You should obtain a binder or folder to keep your music and a pencil for any director’s notes. You are responsible for bringing these important items to every lesson and rehearsal.
2. **School-Owned Instruments**- You and your family are given the opportunity to borrow a school-owned or rented instrument at no cost. Each family must sign a contract agreeing to care for the instrument appropriately. You are responsible to keep their instrument clean and in good working order. Remember, an instrument in the repair shop is of no use to you!
3. **Security**- Please note that although we always make the best effort to provide secure facilities, all privately-owned instruments left in our school must be done so at your own risk
4. **Repairs** – Should your school-issued instrument need repair, it should immediately be brought to the attention of your music teacher so the problem may be corrected.
5. **Instrument Care**- See the section at the end of this booklet for proper instrument care information.

Repairing a musical instrument requires special tools. Even something as simple as removing a stuck mouthpiece can cause expensive damage if done in a home workshop. **Do not attempt to fix instruments at home.** Bring all the parts to school and allow your teacher to handle it.

### **D. Performance Dress (unless otherwise specified)**

- Solid white, collared shirt or blouse
- Black Pants
- Shoes preferred
- No denim, t-shirts, or sweatshirts please
- Any student experiencing difficulty in the area of dress, please speak to your teacher two weeks prior to the event.

### **E. Concerts**

During concerts, all parents are strongly encouraged to remain until the conclusion of the entire performance. Those parents finding it necessary to remove their children from the facility immediately after their performance must contact their music teacher in advance. *Performing students are not permitted back into the auditorium after they have performed but must wait in the backstage area until the concert is concluded.*

### **F. Student Progress**

The goal of the Islip Instrumental Music Program is for students to find success and mastery in the area of instrumental performance. Our teachers do their best to assess student interest, physical development and musical ability to find the best possible instrument for your child. While there is a certain amount of science and experience that goes into the process, there may be a situation where a student is not progressing on an instrument. If you believe your child is struggling on their instrument, please contact their band or orchestra teacher to discuss the matter. Conversely you may receive a call from the teacher if they become concerned with your child's progress. We ask you to remain open to a discussion which is ultimately aimed at finding the best musical experience for your child.

### **G. Evaluation**

Students are evaluated on a regular basis by their director to gauge progress and identify any difficulties that may need individual attention. We do not conclude easily that a student cannot continue on an instrument. However, if an instrumental teacher feels a child is unable to move forward on his/her instrument for any reason, the teacher and the Director of Fine and Performing Arts will contact the parent to determine next steps.

### **H. Conclusion**

It is the sincere hope and desire of the Islip Music Department to provide the finest musical education to your child during the upcoming school year. Your attendance at concerts and other school related functions is an important component that will contribute to the success of our program, while rewarding these musicians for their hard work and effort. Should any questions arise during the school year, please do not hesitate to contact your child's music teacher. Best of luck for a most successful school year!

#### Commack Road

650-8600

Stephen Perrillo, Band Director

Rachel Tria, Orchestra Director

#### Sherwood

650-8650

Elaine Perrillo, Band Director

Maureen Bodkin, Orchestra Director

## CARING FOR YOUR INSTRUMENT:

### ALL INSTRUMENTS

1. Make sure your case is lying flat on the floor when you open it.
2. Make sure your case is fastened all the way before you pick it up.
3. Never open your instrument case on the bus or in the hall.
4. Please do not allow younger siblings or friends to play with the instrument.

### STRING INSTRUMENTS:

1. Please keep a soft cloth in the case to gently wipe off excess rosin (be careful of the bridge)- but never use polish, water or anything else on the instrument.
2. Please do not tighten the pegs. If your instrument goes out of tune (and it will), bring it in the next day and it will be tuned. This will prevent any unnecessary string breakage.
3. If a string breaks, please replace it. The director will fix it but you must purchase a new string. Don't send it out to be fixed – stores will charge too much. Just buy the string you need and send it in.
  - It is highly suggested that violin players purchase an extra E and A string and viola and cello players an extra A and D string. These are the strings most likely to break.
4. Please do not store music or books in the case. The case is designed to snugly fit the instrument and anything extra could damage the instrument.
5. Never put the instrument face down or leaning against a chair. The bridge is delicate and will break and is very expensive to fix.

### BRASS INSTRUMENTS:

#### (Trumpet, French horn, Trombone, Baritone, Tuba)

1. Oil all valves and slides every week.
2. Wash out mouthpiece each week.
3. Instrument should be handled with care to avoid dents and scratches.
4. Mouthpiece should be placed gently into the instrument and not tapped once it is in the instrument.

Repairing a musical instrument requires special tools. Even something as simple as removing a stuck mouthpiece can cause expensive damage if done in a home workshop. **Do not attempt to fix instruments at home.** Bring all the parts to school and allow your teacher to handle it.

## **WOODWIND INSTRUMENTS:**

### **(Flute, Oboe, Clarinet, Bass Clarinet, Alto Saxophone, Tenor Saxophone)**

1. All instruments, except flute, should wash out the mouthpiece each week. Flutes should clean lip plate only by wiping with a small amount of rubbing alcohol. Clarinet and bass clarinet players should take care not to get the mouthpiece cork wet.
2. Instrument should be handled with care to avoid dents and scratches.
3. All clarinet, bass clarinet, and saxophone instruments should have a good, clean reed on their mouthpiece and have an extra reed in their case. It is suggested that a box of reeds be purchased. Ask your music teacher about the correct type and size reed to purchase.

## **PERCUSSION INSTRUMENTS:**

1. Percussionists need a good pair of sticks and their music at all rehearsals and lessons.
2. Care should be taken to maintain the bell set that is borrowed.
3. Percussionists should take care of all of the percussion instruments on the stage. They should be moved and set up with care. The percussion area on stage should be kept clean and organized.

### Local Music Stores

Alan Sherman's Outlet (Patchogue)- 654-8430  
Cornet Music (Smithtown)- 724-0705  
Donato Music (East Islip)- 277-4898  
Family Melody (Patchogue)- 475-3210  
Kidzhitz (Huntington)- 470-9788  
Murphy's Music (Melville)- 549-4510  
Music and Art Center (Lindenhurst)- 226-2435  
Sam Ash Music (Huntington Station)- 427-0256

### Online Sources for Music Supplies

Amazon.com  
Musiciansfriend.com  
wwbw.com