

THE NEW ORLEANS JAZZ & HERITAGE FESTIVAL AND FOUNDATION, INC.



Don "Moose" Jamison Heritage School of Music Policies and Code of Behavior Student Contract

PROGRAM RULES

1. Be present! Saturday classes are mandatory; absences impact students' eligibility to perform at Jazz Fest and French Quarter Fest.
2. Be punctual. Saturday class doors open at 9:45; students are to be seated by 10 a.m. Dismissal is at 1:00 p.m.
3. Be prepared. Practice your assignments daily and bring everything you need to class.
4. Be respectful of others at all times. Don't laugh at other students if they make a mistake.
5. Be where you are assigned to be at all times. Don't enter or exit the building without checking in or out with Heritage School staff in the lobby.
6. No electronic devices during Heritage School hours.
7. Keep a positive attitude.
8. Dress in a respectful manner. No hats, hoods, saggy pants or revealing clothes.
9. Stack all chairs after class; don't leave water bottles, spit rags or any other trash.
10. Gum, food (unless approved by Mr. Douget for medical purposes), alcohol, tobacco and weapons are not allowed. Bottled water is permitted.

Being Present and Punctual: *Students* accepted into the Heritage School of Music are making a commitment not only to the school, but also to themselves and to their fellow students who depend on them to cover their parts during rehearsals. *Parents/guardians* are committing to provide reliable transportation and to make sure students arrive on time. On Saturdays, doors open at 9:45 a.m.; students are expected to be in their seats by 10 a.m. Dismissal is at 1 p.m. and all students must be picked up by 1:15 p.m. On Thursdays, doors open at 4:45 p.m. Dismissal is at 7 p.m. and all students must be picked up by 7:15 p.m.

Being Prepared with Materials Means: Bringing your instruments and all needed supplies – drum sticks and practice pads, cables, mouthpieces, reeds, strings, valve oil, neck strap, pick, etc. Students are also responsible having all required sheet music and theory materials in hand at every rehearsal along with a pencil, blank staff paper and a blank piano keyboard image. Failing to come prepared with all materials will result in a demerit.

Being Prepared to Play Means: Demonstrating familiarity with all required material, including memorization when assigned. We recommend a minimum of 30 minutes of practice daily – but even five minutes is better than none. Students who come to class clearly unprepared to perform required material will be issued a demerit.

Electronic Devices:

The use of telephones and other electronic devices are not permitted during Heritage School hours without explicit permission from faculty for a specific use (calling home or checking the HSM website,

for example). Students who violate this policy (text messaging, using social media, playing games, etc.) will have their devices held by staff until the end of the class, and will be given a demerit. Students needing to make phone calls should inform staff and request permission.

Classroom and Performance Etiquette:

Address teachers with respect at all times, using “Mr.” or “Ms.” Treat fellow students with kindness and respect. Show respect for the Heritage School of Music and the Jazz & Heritage Center by taking care of all facilities and equipment, and stacking chairs and removing trash after class. Only bottled water is permitted in class. Absolutely no soft drinks, sugary snacks or chewing gum are permitted. Running, yelling, shoving or other horseplay in classrooms and hallways is not permitted. Any violations will result in a demerit being issued.

Absences:

Saturday classes are mandatory for all Heritage School of Music students. Students who miss more than five Saturday classes for any reason will not be allowed to perform at Jazz Fest or French Quarter Fest, and may be removed from the program.

On Saturdays, doors open at 9:45 a.m.; students are expected to be in their seats by 10 a.m. Dismissal is at 1 p.m. and all students must be picked up by 1:15 p.m. On Thursdays, doors open at 4:45 p.m. Dismissal is at 7 p.m. and all students must be picked up by 7:15 p.m.

3 tardies = 1 absence.

Students may make up one Saturday absence by attending two Thursday classes.

Demerits:

Demerits are issued for policy violations. For each demerit, a form will be filled out by Faculty and shared at weekly Faculty meetings. Parents/guardians will be informed of each infraction. After three infractions, students will be ineligible to perform at Jazz Fest and French Quarter Fest and may be dismissed from the Heritage School of Music.

Any student bringing alcohol, tobacco or weapons to the Heritage School of Music will be dismissed from the program immediately.

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I have read and understand these policies, and agree to abide by them.

If you sign this contract, you will:

Abide by all Heritage School of Music policies.

I understand this contract and have received a copy to keep. Everything above has been explained to me, and I agree to all terms.

Student's Name (printed)

Instrument

Student's Signature

Name of Parent/Guardian who will be the primary point of contact with HSM (printed)

Parent/Guardian's Signature

Cell Phone

E-mail

Today's Date: ____/____/2016