

## CARE OF FACILITIES

- *Refreshments* – No gum, food or drinks (with the exception of bottled water) are allowed in the choir room except when authorized by the director.
- *Litter* – All trash is to be deposited in the waste baskets provided.
- *Vandalism* – Acts of vandalism or the willful misuse of school property will be dealt with severely and appropriately. Every choir member is responsible to help the director monitor and control vandalism. This includes, but is not limited to, writing or carving on walls, destroying music, damaging equipment/materials used by the director and our voice teachers, or the breakage of school property.
- *Practice & Ensemble Rooms* – Are designed for practicing, not social gatherings. Anyone caught misusing these rehearsal spaces may be barred from using them in the future and are subject to disciplinary action. Activities regarding vandalism of these rooms will be dealt with harshly. **NO FOOD OR DRINKS ARE ALLOWED.** Personal belongings may not be stored in the practice rooms.
- *Office* – Our office is our home away from home. PLEASE KNOCK. You will be invited in. If you do not receive a reply, it is most likely that we are in the midst of a conference. ***Do not continue to knock and do not enter without being invited.***
- *Office Phone* – If the phone is not in use and it does not inconvenience the music staff working in the office, you may use the office phone *with the director's permission.*
- *Stage/Auditorium* – You are not to be on the stage or in the auditorium unless you are accompanied or been given permission by one of the fine arts directors.
- *Audio Equipment* – The stereo and/or iPod docks may be used by students with these guidelines: You must use it for rehearsal purposes or for specific listening work once you have obtained the director's permission. Groups of students are encouraged to rehearse All-State music in the choir room with the stereo. Only serious practice will be allowed.
- *Pianos* – We are fortunate to have a baby grand piano in our choir room, as well as upright pianos in several of the Choir Practice Rooms. Never set your personal belongings, OR BEVERAGES on these instruments. Students may play the piano only before and after school and only with the *director's permission.*
- *Bulletin Boards* – These boards are used to share information about upcoming events and Voice Lesson information. Do not make marks on any materials posted on these boards. Inappropriate markings on these materials may result in disciplinary action.
- *Rolling Chairs* – Chairs with wheels are for director use only. Students are not allowed to sit in or touch rolling chairs unless given specific permission by the directors.