



WARM-UP OFFICIALS

Updated Sep 30, 2021

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OFFICIAL CONTEST TIME

HEB Warm-Up and Field Operations officials keep official contest time. Note there is no flex time in band warm-up areas. One band enters as another exits. This is intentional and should serve to keep exiting bands on time.

PROCESS WITH DIRECTORS

- A. The next band arrives in queue 10m before warm-up start time
- B. Director is welcomed, thanked for coming, and shown official contest time. Exit time gets confirmed.
- C. Director is told the band must be WALKING OUT then, so any group hugs (etc.) need to happen before.
- D. Director is told there will be verbal and yellow-card 5m, 2m, 1m warnings
- E. At 1m: Warm-Up Official verbally informs the director "The next band enters this area in 1 minute."
- F. At 30s: Warm-Up Official declares "30 seconds"
- G. At 10 seconds count down "10-9-8..." (etc.) for the next band to enter.

DIPLOMACY

Gratitude for a band's attendance and a friendly, professional tone are important. You're an Official with a job, but you're also an ambassador for LD Bell, Trinity and HEB. Interface with a Band Director and politely be clear on the points above.

IRREGULARITY

If a band fails to observe proper process after being fully informed: Mr. Chandler and Mr. Pollard need to be alerted.

However this is not about perceived rudeness. Such a report should only come for deliberate stubbornness which interferes with a second band's process, after you FULLY INFORMED the offending Director and executed timing correctly.

BAND ESCORTS

Support the Warm-Up Officials by insisting that the unit queue and follow you immediately upon release from Warm-Up. Have schedule-awareness. Pits arriving to gate must stay **BEHIND** the prior band; which will be arriving at the same time.

FIELD OPERATION OFFICIALS: BAND AND PIT MANAGERS

PROCEDURE – Coordinate with announcer using official contest time.

- A. Pit manager: Pre-stage arriving pit to 20 yard-line against wall. Instruct them to wait for your countdown and release.
- B. Band manager: Greet arriving director. Inform set-up begins 4 mins before start time and announce comes 3:15 later.
- C. 6+ minutes before start time move the band into or behind end-zone - be mindful of the performing band's equipment.
- D. 5 minutes before start time give "One minute" warning. Be sure pit and band leaders have heard both managers.
- E. As 4 minutes before start time is reached Count Down "5-4-3-2-1" and release band & pit at precisely 4 minutes.
- F. Pit manager: Return to the entry gate to pre-stage the next arriving pit.
- G. Band manager: Stay with the director. When announcer radios "one minute to announcement" inform the director.
- H. Optional: Go to drum majors and let them know announcement is coming in 30 secs, etc. (situation based)

FYI - DIRECTOR INFO PACKET WORDING

"Your four-minute set-up/warm-up time will begin at the cue of our Field Operations officials. Three (3) minutes, fifteen (15) seconds into the four-minute set-up/warm-up time your announcement will be made."