

Flute Care and Maintenance

Updated 2013

Supplies:

1. Flute cleaning rod
2. Rectangular cotton rag (an old t-shirt will work) that is approximately 10"x8"
3. Polishing cloth

Before You Play:

1. Always rinse out your mouth with water
2. Make sure your hands are clean
3. Make sure the case has the correct side up when opening it.

After You Play

1. Use your cotton rag: Threading the corner of the rag through the cleaning rod hold, fold the rest of the rag over the tip of the rod so that the metal end is covered.
2. Use the rod to swab out each section of the flute to remove moisture build - up. **Do this every time you are done playing and before you put the instrument away!**
 - a. Be careful when cleaning out the headjoint – you don't want to ram the tuning cork on the inside.
3. If the pads get sticky, you may clean them with a dollar bill by putting the bill underneath the key, pressing the key onto the bill, and pulling the bill out from the key. It may take several cleanings to remove the sticky - ness.

Once Every Two Weeks:

1. Carefully polish the exterior of the flute with a polishing cloth. Be careful with the keys – wipe them individually so as to avoid accidentally ripping one of the keys off with the cloth.
2. Wash the cleaning rag by hand or in the washing machine to avoid mildew.

Once a Year:

1. Take the instrument into the music store to have a technician re - align the keys, add key oil to the rods, and check for old or damaged pads.

WARNING:

1. NEVER leave anything extra (book, papers, music) on top of your flute in the case when you close the lid. This can damage your flute. Keep your music and book in its own folder.
2. NEVER leave your flute resting on the music stand – make sure it's in the case, on the chair, or on a flute stand.

Taking proper care of your flute will keep your instrument playing well!

Oboe Care and Maintenance

Supplies:

1. Cork grease
2. Oboe swab (NOT a clarinet swab)
3. Reed/Reed holder
4. Small glass to hold water (like a shot glass)

Before You Play:

1. Always rinse out your mouth with water
2. Make sure your hands are clean
3. Make sure the case has the correct side up when opening it.

After You Play

1. Apply cork grease to the joints AS NEEDED. Too much may cause the joints to slip apart, too little will cause cork to swell and the instrument to get stuck together.
2. After playing, take the reed out of the instrument and put it in the reed case. Be very careful as you handle your reed.
3. Using the oboe swab (DO NOT USE A CLARINET SWAB), put the weighted end of the string down the bell until it comes out the top joint. Pull the swab through ONCE to remove the moisture that has built up during playing. **Do this every time you are done playing and before you put the instrument away!**
4. If the pads get sticky, you may clean them with a dollar bill by putting the bill underneath the key, pressing the key onto the bill, and pulling the bill out from the key. It may take several cleanings to remove the sticky - ness.

Once Every Two Weeks:

1. Clean off the excess cork grease that will build up on the joints with a Q - tip.
2. Hand wash the cleaning swab with mild soap to avoid mildew.
3. Wash your shot glass so it doesn't get gross.

Once a Year:

1. Take the instrument into the music store to have a technician re - align the keys, add key oil to the rods, and check for old or damaged pads.

WARNING:

1. NEVER leave anything extra (book, papers, music) on top of your oboe in the case when you close the lid. This can damage your instrument. Keep your music and book in its own folder.
2. NEVER leave your oboe resting on the music stand - make sure it's in the case, on the chair (in two pieces), or on an oboe stand.

Taking proper care of your oboe will keep your instrument playing well!

Clarinet Care and Maintenance

Updated 2013

Supplies:

1. Reed and several extras
2. Reed guard or reed case
3. Cork grease
4. Clarinet Swab

Before You Play:

1. Always rinse out your mouth with water
2. Make sure your hands are clean
3. Make sure the case has the correct side up when opening it.
4. Apply cork grease to the joints AS NEEDED. Too much may cause the joints to slip apart, too little will cause cork to swell and the instrument to get stuck together.

After You Play

1. After playing, take the reed off the mouthpiece (NEVER LEAVE IT ON THE MOUTHPIECE) and put it in the reed guard.
2. Take the mouthpiece off the barrel and carefully shake out the moisture in the mouthpiece before putting it away in your case.
3. Using the clarinet swab, put the weighted end of the string down the bell until it comes out the top of the barrel. Pull the swab through ONCE to remove the moisture that has built up during playing. **Do this every time you are done playing and before you put the instrument away!**
4. Wipe the moisture out of the top part of the barrel with the cleaning swab.
5. If the pads get sticky, you may clean them with a dollar bill by putting the bill underneath the key, pressing the key onto the bill, and pulling the bill out from the key. It may take several cleanings to remove the sticky - ness.

Once Every Two Weeks:

1. Clean the interior of the mouthpiece with cool water and a Q - tip. Avoid the mouthpiece brushes that are available - they can damage the interior of the mouthpiece with repeated use.
2. Clean off the excess cork grease that will build up on the joints with a Q - tip.
3. Hand wash the cleaning swab with mild soap to avoid mildew.

Once a Year:

1. Take the instrument into the music store to have a technician re - align the keys, add key oil to the rods, and check for old or damaged pads.

WARNING:

1. NEVER leave anything extra (book, papers, music) on top of your clarinet in the case when you close the lid. This can damage your instrument. Keep your music and book in its own folder.
2. NEVER leave your clarinet resting on the music stand - make sure it's in the case, on the chair (in two pieces), or on a clarinet stand.

*Taking proper care of your clarinet will keep your instrument playing well!
instrument playing well!*

Saxophone Care and Maintenance

Updated 2013

Supplies:

1. Reed and several extras
2. Reed guard or reed case
3. Cork grease
4. Saxophone Swab

Before You Play:

1. Always rinse out your mouth with water
2. Make sure your hands are clean
3. Make sure the case has the correct side up when opening it.
4. Apply cork grease to the neck cork AS NEEDED. Too much may cause the mouthpiece to slip off, too little will cause cork to swell and make it hard to remove the mouthpiece.

After You Play

1. After playing, take the reed off the mouthpiece (NEVER LEAVE IT ON THE MOUTHPIECE) and put it in the reed guard.
2. Take the mouthpiece off the neck and carefully shake out the moisture in both before putting them away in your case.
3. Using the saxophone swab, put the weighted end of the string down the bell until it comes out the top of the instrument. Pull the swab through ONCE to remove the moisture that has built up during playing. **Do this every time you are done playing and before you put the instrument away!**
4. If the pads get sticky, you may clean them with a dollar bill by putting the bill underneath the key, pressing the key onto the bill, and pulling the bill out from the key. It may take several cleanings to remove the sticky - ness.
5. Avoid the “pad saver” fluffy things... their nickname among band directors is “pad-killers”. They keep moisture in the instrument, the opposite of what you want.

Once Every Two Weeks:

1. Clean the interior of the mouthpiece with cool water and a Q - tip. Avoid the mouthpiece brushes that are available - they can damage the interior of the mouthpiece with repeated use.
2. Clean off the excess cork grease that will build up on the joints with a Q - tip.
3. Hand wash the cleaning swab with mild soap to avoid mildew.

Once a Year:

1. Take the instrument into the music store to have a technician re - align the keys, add key oil to the rods, and check for old or damaged pads.

WARNING:

1. NEVER leave anything extra (book, papers, music) on top of your saxophone in the case when you close the lid. This can damage your instrument. Keep your music and book in its own folder.
2. NEVER leave your saxophone unattended - make sure it's in the case, resting on the chair, or on a saxophone stand.

Taking proper care of your saxophone will keep your instrument playing well!

Trumpet Care and Maintenance

Updated 2013

Supplies:

1. Valve oil
2. Tuning slide cream
3. Mouthpiece brush
4. "Snake" cleaning tool
5. Clean rag

Before You Play:

1. Always rinse out your mouth with water
2. Make sure your hands are clean
3. Make sure the case has the correct side up when opening it.

After You Play

1. Empty the water from both water keys before putting the instrument away.

Once a Week (or as needed):

1. Apply valve oil to the valves. Do one valve at a time:
 - Unscrew the top of the valve casing (not the top pearl keys!) and pull the valve out.
 - Apply 4 - 6 drops of oil on the valve, avoiding the holes in the valve.
 - Insert the valve back into the casing, making sure that the valve guide is lined up with the "notch" in the interior of the valve casing.
 - Once it's lined up, check it to make sure the valve doesn't turn right or left.
 - Screw the top of the valve casing back on and push the valve 10 - 15 times to work the oil into the valve.
2. Clean the mouthpiece out with a mouthpiece brush under warm running water. Make sure the brush is wet before putting it in the mouthpiece.

Once a Month:

1. Remove the tuning slide (carefully!) and clean the interior of the lead pipe and turning slide with the "snake" brush under running water. Make sure the brush is wet before putting it into the lead pipe.
2. Remove all the slides to apply new slide grease. Before applying a thin layer of grease, wipe off the old grease with a clean rag.
3. Remove fingerprints from the exterior of the instrument with a polishing cloth.

Once a Year:

1. Take the instrument into the music store to have a technician sonic clean the interior of the instrument, check the valve alignment, check the cork on the water key, and remove dents.

WARNING:

1. NEVER leave anything extra (book, papers, music) on top of your trumpet in the case when you close the lid. This can damage your instrument. Keep your music and book in its own folder.
2. NEVER leave your trumpet resting upright on the bell or unattended. Make sure it's in the case, resting on the chair or floor (with the 2nd valve up), or on a trumpet stand.
3. Secure your mouthpiece inside the case. If you let it rattle around it can dent your trumpet.

Trombone Care and Maintenance

Updated 2013

Supplies:

1. Slide Cream ("Trombotine") or slide care solution ("Slide-O-Mix")
2. Tuning slide cream (different than trombone slide cream)
3. Misting bottle (small)
4. Mouthpiece brush
5. "Snake" cleaning tool
6. Clean rag

Before You Play:

1. Always rinse out your mouth with water
2. Make sure your hands are clean
3. Mist the inner slide with a spray bottle to activate the cream or Slide - O - Mix.

After You Play:

1. Empty the water from the water key before putting the trombone away.

Once a Week (or as needed):

1. Treat the slide using slide cream or Slide - O - Mix:
 - Remove the outer slide and wipe off the old cream with a clean rag.
 - Apply a small amount of cream below the stocking (the bottom 6") of each of the inner slides.
 - Use your fingers and the outer slide to work the cream evenly over the inner slide by moving the slide up and down several times.
 - Using a mist water bottle, spray the interior slide a few times and work it around with the outer slide.
 - If you are using Slide - O - Mix, follow the directions on the bottle.
2. Clean the mouthpiece out with a mouthpiece brush under warm running water. Make sure the brush is wet before putting it in the mouthpiece.

Once a Month:

1. Remove the tuning slide to apply new slide grease. Before applying a thin layer of grease, wipe off the old grease with a clean rag.
2. Remove the outer slide (carefully!) and clean the interior of the inner slide, lead pipe and tuning slide with the "snake" brush under running water. Make sure the brush is wet before putting it into the instrument.
3. Remove fingerprints from the exterior of the instrument with a polishing cloth.

Once a Year:

1. Take the instrument into the music store to have a technician sonic clean the interior of the instrument, check the slide alignment, check the cork on the water key, and remove dents.

WARNING:

1. NEVER leave anything extra (book, papers, music) on top of your trombone in the case when you close the lid. This can damage your instrument. Keep your book in its own folder.
2. NEVER leave your trombone unattended. Make sure it's in the case, resting on the floor or on a trombone stand.
3. Secure your mouthpiece inside the case. If you let it rattle around it can cause dents.

Baritone and Tuba Care and Maintenance

Updated 2013

Supplies:

1. Valve oil
2. Tuning slide cream
3. Mouthpiece brush
4. "Snake" cleaning tool
5. Clean rag

Before You Play:

1. Always rinse out your mouth with water
2. Make sure your hands are clean
3. Make sure the case has the correct side up when opening it.

After You Play

1. Empty the water from all water keys before putting the instrument away.

Once a Week (or as needed):

1. Apply valve oil to the valves. Do one valve at a time:
 - Unscrew the top of the valve casing (not the top pearl keys!) and pull the valve out.
 - Apply 4 - 6 drops of oil on the valve, avoiding the holes in the valve.
 - Insert the valve back into the casing, making sure that the valve guide is lined up with the "notch" in the interior of the valve casing.
 - Once it's lined up, check it to make sure the valve doesn't turn right or left.
 - Screw the top of the valve casing back on and push the valve 10 - 15 times to work the oil into the valve.
2. Clean the mouthpiece out with a mouthpiece brush under warm running water. Make sure the brush is wet before putting it in the mouthpiece.

Once a Month:

1. Remove the tuning slide (carefully!) and clean the interior of the lead pipe and turning slide with the "snake" brush under running water. Make sure the brush is wet before putting it into the lead pipe.
2. Remove all the slides to apply new slide grease. Before applying a thin layer of grease, wipe off the old grease with a clean rag.
3. Remove fingerprints from the exterior of the instrument with a polishing cloth.

Once a Year:

1. Take the instrument into the music store to have a technician sonic clean the interior of the instrument, check the valve alignment, check the cork on the water key, and remove dents.

WARNING:

1. NEVER leave anything extra (book, papers, music) on top of your instrument in the case when you close the lid. This can cause significant damage. Keep your book in its own folder.
2. NEVER leave your instrument unattended. Make sure it's in the case, resting on the floor or on a stand.
3. Secure your mouthpiece inside the case. If you let it rattle around it can cause dents.

Percussion Section Responsibilities

Updated 2013

Before you leave the band room:

1. Turn the snares off
2. Put all mallets away in the drawer
3. Put all sticks away in the drawer or your stick bag
4. Put all music and pencils away in your own folder
5. Put small instruments away in the auxiliary drawer, including:
 - a. Triangle (the metal beaters get put in the mallet drawer)
 - b. Maracas
 - c. Vibraslap
 - d. Other small instruments
6. Cover all timpani with cardboard timpani covers
7. If the tambourine has a protective case, use it!
8. Put the lid on the nice bell set
9. Put all practice pads away in the bright green crate

All of these items must be completed EVERY DAY after class

Which mallets do I use?

Orchestra Bells/Glockenspiel: Hard plastic, hard rubber, metal

Vibraphone: Blue yarn, purple yarn, yellow yarn (**NO METAL or PLASTIC**)

Xylophone: Hard plastic, hard rubber (**NO METAL**)

Timpani: Felt covered

Bass drum: Big "Gauger" beater (don't touch the material - the oils on your hands can cause it to break down).

Suspended Cymbal: Brown yarn mallets

Temple blocks: Hard plastic or sticks

Things to remember:

- If something gets broken or damaged, LET YOUR TEACHER KNOW!
- Percussion land is your "instrument" - *take care of it!*