

Members Code of Conduct

York Railway Institute Band Section

General Principles

Behaviour:

Members should be respectful and kind to other band members, and behave well at events, band rehearsals and any other activity organised by the bands.

Safety:

Members should look out for each other and keep each other safe. If a member is concerned about another member's safety or behaviour, they should inform the Band Manager or Welfare Officer as soon as possible.

Professionalism:

Members should represent the band professionally and maintain its integrity at all times. They should also follow the band's policies and procedures specifically but not exclusively related to Health and Safety and Safeguarding.

Detailed Requirements:

Member Conduct

- a. All Band members have a responsibility for safeguarding and as such have a duty of care for each other.
- b. Members should be respectful at ALL times and conduct themselves in a responsible manner and with consideration for other members and the general public. Inappropriate behaviour and language will not be accepted. This includes at rehearsals, any online activity or comments as well as engagements.
- C. Members will adhere to the band's policies including but not limited to Safeguarding and Health and Safety.

d. In the event that a player has cause for concern regarding the conduct or welfare of another member, this should be raised in a timely manner to the relevant band officer.

e. Playing Members are expected to attend all scheduled band rehearsals, contests and engagements in a timely manner unless previously agreed. On the occasions where they are not available, members should give as much notice as possible through communication to the relevant band officer.

f. Band members are expected to assist with the setting up and packing away of chairs, stands and other equipment at rehearsals and engagements.

g. Band members should arrive at engagement venues by the time stated.

h. Band members are expected to dress smartly wearing the agreed band uniform for all engagements unless otherwise notified.

Property Care

a. Members are expected to keep their uniform clean, maintained and secure.

b. Members who are issued with band property, including items of uniform, instruments, lyres and mutes will be required to sign the Instrument and Equipment Loan Register on issue of the property. The register will also be signed off when the item is returned to the band.

c. Members are expected to maintain in good working order and keep clean any property issued to them. Any damage or concerns about instruments or other equipment should be reported to the Band Manager as soon as possible. Equipment should also be stored securely when not in use.

d. Members will return to the band any property issued to them, when requested by the Band Manager or when leaving the band.

e. Playing members are expected to keep music parts in good order and tidy within the rehearsal and engagement folders.

Breaching the Code of Conduct

In the event of a member of the band not adhering to this Code of Conduct or any other band policy, the band has a right to investigate and take necessary action to protect the integrity of the band and its members and may include suspension from band activities and/or permanent exclusion. The procedure for investigating alleged breaches of the Code of Conduct is set out under separate cover.

Appendix A

Role of Band Manager

1. To induct new members into the band including the issuing of key policies and procedures (Members Code of Conduct, Subscriptions Policy, Health and Safety Policy, Safeguarding Policy)
2. To oversee the issuing of instruments in accordance with the Loan of Instruments Policy
3. To ensure band members receive timely information about upcoming engagements and events
4. To oversee the presentational standards of the band and its members and to alert any member if they are not meeting the standards expected of the band.
5. To monitor the compliance of band personnel to the Members Code of Conduct and where members are not meeting these requirements to advise the member of this in a timely manner.
6. To receive loaned instruments and uniform returned to the band and check for any damage.
7. To liaise with other band office holders including the Musical Director, Welfare Officers, Health and Safety Officer etc as required to ensure all activities undertaken by the band including rehearsals and engagements are conducted in accordance with York Railway Institute Band Sections's policies and procedures.