



## POLICY

### Code of Conduct for Players

Date Reviewed	April 2021
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Date of Next Review	April 2024
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## **Introduction**

- There are references throughout this Code of Conduct (the Code) to 'you' and 'your' which means the player (or guardian) of Irvine and Dreghorn Brass (IDB). References to 'we', 'us' and 'our' mean IDB as an organisation.
- The IDB Code of Conduct is a firm expectation for all participating musicians (and guardians as appropriate) and ensures that the organisation can continue to deliver teaching, training, and rehearsals in a safe, supportive and productive environment. This document outlines basic elements of conduct which are necessary for mutually respectful and productive work.

## **Breach of Code of Conduct**

- IDB takes the issue of conduct very seriously. The Committee, in consultation with the relevant conductor(s) and tutors, has the discretion to deal with any breaches of this code in an appropriate manner, and may impose disciplinary measures such as exclusion from the band (for any event or activity) on a short-term or permanent basis.

## **Standards of Behaviour**

- IDB expects you to:
  - Protect and promote the positive reputation of IDB;
  - Perform all your duties to the best of your ability with honesty and care;
  - Treat others as you would expect them to treat you and to show compassion and empathy when dealing with anyone facing a challenging situation;
  - Protect the privacy of your fellow musicians;
  - Maintain confidentiality about IDB business and not disclose unauthorised or inappropriate information in any public arena, including social media;
  - Understand that your behaviour in and out of the band can have a direct reputational impact on IDB and any concert or other event with which IDB is involved;
  - Be aware that to keep our participation fees as low as possible, IDB depends on sponsorship and philanthropy. At times you may be asked to meet and/or perform for donors and sponsors. IDB will ensure that you are fully informed for these events and in return we ask that as a member of IDB, you are always positive ambassadors for the organisation.
  - Abide by reasonable instructions, organisational policies, (including, but not limited to the Membership, Equal Opportunities, Child Protection and Health and Safety policies; and common law.

## **Discrimination, Bullying and Child Protection**

- IDB is an organisation which recognises and encourages talent, and wishes to ensure that its musicians feel safe and supported in their activities.
- Discrimination or vilification on the grounds of anyone's race, colour, gender, sexual orientation, language, religion, social origin, age, political or other opinion and/or

disability will not be tolerated.

- Nor should anyone cause, instruct, induce, incite, aid or permit any hatred toward, show serious contempt for or severely ridicule either by means of physical harm (threaten or actual) to their fellow players, participant or other person.
- IDB will not tolerate any form of intimidation, bullying, cyber-bullying or victimisation, and perpetrators will have their position in IDB considered.
- You will treat other band members, including children and young people, with respect and dignity, and where appropriate, be aware of IDB child protection policies.
- If you feel that you have been the subject of victimisation, discrimination, bullying or any other inappropriate behaviour, or have witnessed others being subject to this, please report it immediately to the Band Manager, Conductor or a Committee Member, who will deal with the issue.

### **Rehearsal and Performance Etiquette**

- Band schedules: It is your responsibility to ensure that you know the schedule and have checked for any changes or updates. Details are made available as far in advance as possible and you are expected to make every effort to avoid clashing commitments and attend IDB activities.
- Non-attendance: If you are unable to attend a rehearsal or scheduled event (or are running late) you should alert the Band Manager as soon as possible. IDB will endeavour to give as much notice as possible of rehearsal schedules and any changes. We expect you to also do the same. You should not be persistently absent from, or late for rehearsals without reasonable cause.
- Attendance at rehearsals is vital in order for IDB to develop and play properly. You must be aware that membership of the band involves the commitment of reasonable amounts of time, energy and attention. The conductor shall have full control over the Band at all its practices and performances and playing members should obey the conductor's order, as appropriate.
- Mobile phones and electronic devices should be switched to silent and out of sight during rehearsals and events, unless due to family or work commitments. You should alert the conductor to this, where appropriate.
- If you have special equipment as part of your band activity which requires extra setup, you should help set it up and put it away.
- Rehearsal rooms, green rooms, dressing rooms and performance venues should be kept tidy, and you should help clean them up at the end of IDB activities, as you would with any work space.
- You are expected to assist in the set up and pack up of event and rehearsal venues.
- For events, you should arrive at engagement venues by the time stated wearing the specified uniform.

### **Membership Fees**

- Your membership of IDB is conditional on on-going payment of player's subscriptions

as agreed by the committee and stated in the Membership document. Please note: Concessions / subscription waiver may be available on request, for cases where you are unable to afford payment of subscriptions. Non Payment of membership fees for no reason, will be treated as a breach of the code of conduct for players.

### **Property Care**

- You are expected to keep uniform clean, maintained and secure.
- If you are issued with band property, including items of uniform, instruments and mutes, you will be required to sign the appropriate property register on issue of the property. The register will also be signed off when the item is returned to the band.
- You are expected to maintain any property issued to you, keeping it clean and in good working order. Any damage or concerns about instruments or other equipment should be reported to the relevant officer as soon as possible. Equipment should also be stored securely when not in use. Periodic instrument and equipment inspections will take place. Should instruments or equipment be damaged or destroyed by your neglect or carelessness, you shall be responsible for its repair and or replacement.
- You will return to the band any property issued to you, when requested by the Committee or when leaving the band.
- You are expected to keep music parts in good order
- Those who wish to borrow individual parts of music from the library will be required to sign the Music Loan Register, and return the music at the earliest opportunity.

### **Administration**

- It is your responsibility to ensure that IDB are aware of up-to-date personal information, including address, contact details and medical information. Please make sure you keep this current. IDB cannot be held responsible for acting on information which is out of date if you have not advised us of your updated details.
- It is important that you comply with the rules of any venue or competition at which the band may be rehearsing or performing. This includes the [misconduct rules](#) in place for SBBA events.

### **Breach of Code of Conduct**

- Any breach of this code will be taken seriously and be investigated by the IDB Committee. Reports will be treated in confidence and should be made to the Band Manager, Chair or other Committee Member as appropriate.

### **Disciplinary Actions**

- The band may have to take disciplinary action against band members and volunteers who repeatedly or intentionally fail to follow our Code of Conduct. Disciplinary actions will vary depending on the violation and will be at the discretion of the Chair. Possible disciplinary action includes verbal/written warnings; or instant dismissal.
- The band may take legal action in cases of corruption, theft, embezzlement or other unlawful behaviour.