

Welcome to Cheltenham Silver Band

We are delighted that you would like to join our band. You are welcome to attend rehearsals informally for up to a month before joining the band officially. The following information is to make you aware of our policies and procedures and to allow you to become familiar with how our band is run.

1. Membership Form

Please complete the membership form and hand it in to Ali Lerescu (Training Band) or Tom Henderson (Main Band).

2. Key Contact Details

The current chair of the committee is Tom Henderson, who is happy to be approached for any problems.

For Training Band, the key administrative contact is Linda McQuone
Linda.mcquone@btopenworld.com

Musical Directors:

For the Starters and Improvers Groups this is Roger Dolman.

For Training Band/Academy band this is Colin Forster.

We are currently in the process of recruiting a permanent musical director for the main band.

3. Expectations

We are a friendly band who enjoy playing to the public. We appreciate that playing in band is a hobby and something that should always be enjoyable. However, we strive to always be improving as a band and to compete in regional competitions.

We do not record or insist upon a certain level of attendance, but our musical directors suggest that at least 75% attendance would be needed in order to be able to perform with the band. Higher levels of attendance would be needed in the run up to a contest.

4. Band Ethos

We have two groups for those just starting brass playing, a training band and a main band, with lots of players overlapping between the bands. Any of our members are welcome to play in any of the bands e.g. you do not have to be invited to join a Main Band rehearsal if you currently play in training band, nor do you need to ask to go along to help in learners group.

We play a wide variety of music and are lucky enough to have composers and arrangers within the band.

We play at many local and community events, the Cheltenham Remembrance Parade and put on at least two Christmas concerts. We compete at the South West Sectional competition in March. Main band currently contests in the 3rd section.

5. Domestic Arrangements

We rehearse at the Kings Hall, Church Piece, Charlton Kings on a **Monday**

Improver's Group 6.30-7.30pm

Main Band 7.30-9.30pm

We Rehearse in the Stanton Rooms (Next to the Library), Church Piece, Charlton Kings on a **Friday**

Training Band 6.30-7.30pm

Main Band 7.45-9.30pm

We use the website and app Muzodo to communicate regarding rehearsals and engagements.

Sally Carpenter sallycrpnr@yahoo.co.uk organises this for Main Band

Innes Peek innespeek@hotmail.com organises this for Training Band

Cost – the cost of joining the band is by way of a voluntary donation.

Our current suggested donation per year is:

£96 for adults in Main Band

£48 for children in Main Band and adults in Training Band

£24 for children in Training Band

Ideally, voluntary subscriptions are to be paid monthly by Direct Debit. If you are a UK tax payer please complete a gift aid form to allow us to claim back the tax. If you are unable to offer a voluntary donation because of your financial situation, please inform one of the Chairs in confidence. You will not be prevented from joining the band.

6. Health & Safety

A first aid kit is kept in the storeroom in the library which is always left unlocked during a rehearsal.

Your first aiders are Mandy Keedwell, Wendy Peek and Russell Peek.

Fire Safety: There are two exits out of the Kings Hall: at the front and the rear of the building.

There are two exits out of the Stanton rooms: one through the main glass doors that it shares with the library, another out of the back of the building (past the toilet and kitchen.)

The muster point is at the front of Church Piece by the mosaic water feature.

7. Safeguarding

The band's safeguarding officers are; Colin Forster, Claire Henderson and Wendy Peek.

If you have any concerns about the safety of any band member then your first action should be to share this concern with one of the safeguarding officers.

8. Complaints Procedure

If you have a complaint to make about the band then please initially make the chairman or one of the committee members aware of the situation. We would aim to deal with any problems informally within 2 weeks.

9. Code of Conduct

Please see attached a code of conduct for Main band and adults within Training Band.

Code of Conduct for Main Band and adults within Training Band

- **All** Band members have a responsibility for safeguarding, and as such have a duty of care for each other.
- Inappropriate behaviour and language will not be accepted. This includes at rehearsals, as well as engagements.
- Members will adhere to the band's policies and procedures as set out in the band's governance documents including, but not limited to, Safeguarding and Health and Safety.
- In the event that a player has cause for concern regarding the conduct or welfare of another member, this should be raised to the relevant band officer in a timely manner.
- Playing Members are expected to have their music parts available at all times for rehearsals and engagements. If, for any reason, a player cannot attend a rehearsal or engagement, they must ensure that the music is forwarded to the band, or left with the band in anticipation of their absence.
- Band members are expected to assist with the setting up and packing away of chairs, stands and equipment at rehearsals and engagements.
- Band members should arrive at engagement venues by the time stated wearing the specified uniform.
- Band Members should support the chair and the committee in their roles and responsibilities of furthering the future success and sustainability of the band.