

# Bicester Concert Band - Breaching Code of Conduct

## 1 Breaching the Code of Conduct

In the event of a member of the band not adhering to this code of conduct, or of any other band policy, the band reserves the right to investigate and take the necessary action to protect the integrity of the band and its members.

### 1.1 The investigation

This will allow the band committee to gain the necessary information relating to the breach. A meeting will then take place between members of the committee and the member involved in the breach of practice. During this meeting the member will be given full opportunity to put across their case. They will also be entitled to representation from either another member of the band or other suitable representative.

### 1.2 Decision Process

Based on the information given, the committee will then consider any sanctions that are required to further protect the integrity of the band and band members. The member involved has the right to appeal a committee decision. This appeal should be made in writing to the committee within 14 days of being informed of the outcome of the investigation.

The committee will only use dismissal as a last resort after seeking to resolve any difficulties or disputes in more constructive ways. However, if the behaviour or alleged behaviour suggests that the band member may pose a safeguarding risk to children, young people or adults either in the band or in the wider community, then safeguarding procedures will be followed as soon as the allegation or concern comes to light, and statutory authorities will be informed as appropriate.

### 1.3 Dealing with Children and Young people

All children and young people attending the band will be made aware of this Code of Conduct and it will be explained to them with a parent/guardian present if necessary. Their parent/guardian is to confirm that they have seen, understood and agree to follow it. They must also be made aware of the consequences if they breach the code, as outlined below:

- If a child or young person breaches the Code of Conduct, the most appropriate sanction for a minor, or first time, breach will be to remind him/her about the Code of Conduct, explain what they have done wrong and ask them to comply with it in future. Children and young people will be given the opportunity to reflect, enabling them to plan a positive response, with support from mentors.
- If, having followed the above step, the child or young person continues to exhibit inappropriate behaviour, she/he should be referred to the appropriate Band member who would give them a formal warning. Supportive interventions may need to be identified at this stage. The action should also be recorded, and parents/carers informed.
- Further/persistent inappropriate behaviour will result in a more serious sanction being imposed (e.g. restriction/suspension from the bands facilities). Again, supportive interventions may need to be identified at this stage and action should be recorded and
- If interventions are not effective in helping the child/young person to change his/her behaviour, a further warning may be needed, along with further sanctions. At this point the

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band will discuss options with their parent/carer and refer to other services for further support.

## 2 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
- Instant dismissal

The band may take legal action in cases of corruption, theft, embezzlement or other unlawful behaviour.

As mentioned above, if the behaviour or alleged behaviour suggests that the band member may pose a safeguarding risk to children, young people or adults, either in the band or in the wider community, then safeguarding procedures will be followed as soon as the allegation or concern comes to light, and statutory authorities will be informed as appropriate.