**Welcome Pack**

**Welcome to St. Pinnock Band!**

We are a community-based, welcoming, and friendly band whose main aims are to enjoy music making as part of a team. We take part in a variety of local events on a regular annual basis and one-off events/concerts. We are a contesting band, entering the West of England Brass Band regional competition every March and whilst we always make a commitment to work hard to play at our best and represent our band, we believe that this ethos should be carried throughout the year and that performing well, enjoying the music making and entertaining our audiences at concerts and events are more important than contest results.

**Membership Form**

Please fill in and return the attached Membership form which includes your contact details and other relevant information.

**Key Contact Details**

Please find below a list of email addresses and phone numbers for relevant contacts within the St. Pinnock Band organisation: -

Chairperson – Jason Hawke (07769 113607 [jason.overhere@gmail.com](mailto:jason.overhere@gmail.com))

Conductor - Colin Hudson (07896 242534 [cphudson71@hotmail.co.uk](mailto:cphudson71@hotmail.co.uk))

Secretary & Welfare Officer -

Treasurer - Valerie Short (07931 959271 [valerie.short@salvationarmy.org.uk](mailto:valerie.short@salvationarmy.org.uk))

Band Manager - Tim Whitehead (07771 635265 [bandmanager@stpinnock.band](mailto:bandmanager@stpinnock.band))

Key Holders for the band room are Jason Hawke, Tim Whitehead and Julian Short.

**Members of St. Pinnock Band**

The band rehearse on Monday and Thursday evenings from 8 – 10pm (unless otherwise organised and agreed).

Members are issued with an instrument and mutes if needed and are asked to keep these in a good condition, cleaned and regularly maintained. Please ask for advice if you would like further information on how to undertake this.

The band use their own stands for rehearsals but there are a few stands which are kept in the library in case anyone has forgotten to bring their own. Please place back in the library after use.

For concerts and other events, we use a set of orchestral stands and unless otherwise advised, members do not need to bring their own. Please make sure you have a supply of pegs or magnets for outside use.

As part of the band team, everyone who is physically able to is encouraged to help with setting up and packing away of chairs, stands and equipment at rehearsals and engagements.

Members are also issued with a band jacket which is worn with a band tie, a white collared shirt, black trousers in a suitable style, plain black socks, and black shoes. As ties are the most frequently mislaid item of uniform, members are asked to purchase one for £10 if possible, or if a loss occurs, pay for a replacement. When we are performing in public, we are representing the St. Pinnock Band and it is good practise to be smart and well presented.

If you are unable to make a rehearsal or will be arriving late, please notify either the Band Manager or Conductor at your earliest convenience. If several players are unable to make a rehearsal, this may affect the productivity of the planned rehearsal and other arrangements can be made if we know in good time.

If you are unable to make a band engagement, please notify either the Band Manager or Conductor in good time and if possible, make arrangements for a suitable dep to fill in for you. If you would like help to find a suitable dep, please ask for assistance and if you are unable to undertake this, the Band Manager or section leader will endeavour to do this. If you have a planned absence for a rehearsal or engagement, please make sure that your music pack is available for the use of a dep and jacket/tie if necessary. Every part in the band is equally important!

**Rehearsals & Engagements**

The band rehearse in the East Taphouse Community Centre on a weekly basis but do occasionally use other venues in the local area. There is adequate parking at all these venues.

We do not have a compulsory subscription for members of the band but as a fundraising measure, we do politely ask that if you are able to, please enter our £3 a week bonus ball draw. This has a cash prize linked to the weekly Saturday night Lottery draw bonus ball number. If you do not wish to partake in the draw but are still able to make a £3 contribution to the band’s expenses, this is very much welcomed also. Please ask the Treasurer for more details.

Our band Facebook page and website are kept up to date with our latest bookings but please ask if you would like this information sent to you in an alternative format.

Information regarding engagements and rehearsals including venue, parking, set up and start times, uniform etc are conveyed via the band’s private Facebook Messenger group and the private WhatsApp group. If you would like these details to be sent to you in alternative format, please speak to the Band Manager.

**Health and Safety**

The First Aid kit is in the small kitchen at the Community Centre and our trained First Aiders are: -

David Rawlins

Colin Hudson

Julian Short

A comprehensive first aid kit is also taken to all band rehearsals and events that take place away from the band room.

Fire Exits are located at either end of the main hall, in the large kitchen and in the bar area.

Fire extinguishers are in the main entrance lobby.

Any other relevant Health and Safety information for other venues will be relayed to the band, as necessary.

The band’s current Health and Safety Policy and Risk Assessments are available to any member via email and copies are also kept on our notice board.

**Safeguarding and Child Protection**

This policy applies to all members, volunteers or anyone working on behalf of St. Pinnock Band.

The purpose of this policy:

1. To protect children, young people and adults with care and support needs who are members of the band.
2. To provide staff and volunteers with the overarching principles that guide our approach to child protection

St. Pinnock Band believes that a child, young person or adult with care and support needs should

never experience abuse of any kind. We have a responsibility to promote the welfare of all children,

young people and adults at risk and to keep them safe. We are committed to practice in a way that

protects them.

**Useful contact details:**

Band Welfare Officer:

Local police: Devon and Cornwall Police (St. Austell 01392 420320)

Local authority children’s social care department, including out of hours contact:

Cornwall Council Children’s Social work support service 0300 1234 101 (out of hours – 01208 251300)

For immediate concerns – Multi Agency Referral Unit – 0300 123 1116

NSPCC Helpline: 0808 800 5000 or help@nspcc.org.uk

ChildLine: 0800 1111 (textphone 0800 400 222) or [www.childline.org.uk](http://www.childline.org.uk)

Local authority adult social care department

Brass Bands England Welfare Officer: 01226 771 015

**Code of Conduct**

As a band, we respect and promote freedom of expression and open communication. We recognise the rights of all band members to be treated as individuals and will not condone or allow any form of unlawful discrimination to go unchallenged. The band will not tolerate discriminatory behaviour, harassment, or victimization of any kind. To ensure this, we expect all members to follow our Code of Conduct to foster a well-organised, respectful, and collaborative environment where every individual has the opportunity to enjoy brass banding.

**FULL COPIES OF THE BAND’S CURRENT CHILD PROTECTION POLICY, CODE OF CONDUCT AND PROCEDURES ARE AVAILABLE ON OUR WEBSITE, ON THE BAND NOTICE BOARD AND ALSO VIA EMAIL.**