



King's Lynn Town Band Recruitment Policy

King's Lynn Town band (KLTB) recognises that all reasonable steps must be taken to ensure the safety of members of the band:

- The safeguarding officer(s) will be responsible for ensuring that those members of the band who are working with children have been DBS checked.
- Reasonable checks will be carried out to ensure that those working with and those that have direct contact with children are of suitable character.
- Reasonable checks will be carried out to ensure that those involved in tutoring/conducting work possess the necessary attributes to:
 - A) Communicate effectively
 - B) Uphold and model appropriate behaviour at all times when surrounded by children
 - C) Be approachable to children and adults who may want to ask advice in any number of areas
 - D) Facilitate the learning and development of young musicians and adult learners through a variety of different teaching and learning techniques
 - E) Promote KLTB to external individuals and organisations

TUITION

Tuition will be provided by volunteer members of the band who possess a reasonable level of knowledge, skills and experience to be able to teach both children and interested adults.

KLTB will take reasonable steps to try to ensure that best teaching practices and up to date safeguarding principles are applied.

An instrument will be provided by the band for which there is no fee. As a member of the band the band constitutional rules will apply once a membership application has been accepted.

According to the band's constitutional rules, details will be kept on record of where instruments are being kept and this will include name, address and telephone number. This data will be held confidentially in compliance with the Data Protection Act.

VOLUNTEERS

Any parent (or other) volunteers who wish to donate their time are most welcome. It is essential however, that the following guidelines are adhered to:

- All volunteers will be welcomed and thanked for their contribution
- Volunteers are respected and valued alongside members of KLTB



- Volunteer contributions will be maximised by ensuring that they have the equipment required and the necessary support and information required
- KLTB will take reasonable steps to ensure that volunteers are of suitable character to work with children and vulnerable adults
- All volunteers will be made aware of who the officers of the band are and who to contact to raise concerns and ask for support
- Volunteers will not be permitted to work alone with children and therefore are not required to undertake DBS clearance

MEMBERSHIP

KLTB is open to anyone who wishes to learn or who can already play a musical instrument and is prepared to be bound by the constitution and rules of the band.

VENUE

KLTB meet once a week on a Wednesday evening. Rehearsal starts at 7.30 pm and finishes at 9.30 pm. It is permissible for younger players to leave earlier with prior arrangement with the Musical Director.

The band owns a rehearsal premises at 6a Guanock Terrace in King's Lynn which is clearly sign posted from the road.

Rehearsal and performance venues are selected as carefully as possible to take into account all aspects of Health and Safety for all persons taking part or working with KLTB.

RECRUITMENT

KLTB always seeks to recruit new members. KLTB will use the following as means to attract new members:

Advertising via the website : www.kingslynntownband.co.uk

Advertising and promoting on local radio

Advertising in local newspapers and in the brass band press

Collaboration with local schools to engage young musicians via music lessons

Promotion of a back to banding campaign for adults

Use of a banner whenever the band are performing

Adopted at KLTB Committee meeting 22/11/21

To be reviewed annually