



Gloucestershire Brass Band Association (GBBA)

Code of Conduct

Introduction

As a brass band association, the GBBA respect and promote freedom of expression and open communication. The GBBA recognise the rights of all executive committee members and associates engaged on GBBA business, to be treated as individuals and will not condone or allow any form of unlawful discrimination to go unchallenged. The GBBA will not tolerate discriminatory behaviour, harassment, or victimisation of any kind. To ensure this, we expect all personal representing the GBBA 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.

Members commitment

- I acknowledge that accepting a position as an executive committee member/associate of the GBBA involves commitment, time, and energy.
- I will work to raise the standard of all Bands within the Association.
- I will foster the spirit of good fellowship amongst its members and a greater degree of cooperation between Bands in the Association.
- I will support increasing facilities for the musical advancement of Bands and Bands persons and to stimulate local interest in the musical and cultural development of the Bands.
- I will help afford an opportunity for the exchange of views on matters of local or wider interest concerning the Brass Band Movement.
- I will assist in the organisation of local educational and training schemes for Bands persons.
- I will promote welfare of all participants within the member bands especially those who are deemed to be vulnerable at GBBA organised events.
- If I am unable to attend or expect to be late for a GBBA activity, I will report to the relevant person as soon as possible. In the event of short notice, or last-minute unavailability, I will make every effort to inform the relevant GBBA officer in person or by telephone/text as soon as possible.
- When representing the GBBA in a personal capacity, I will acknowledge my underlying responsibility as a member and always maintain the GBBA'S professionalism and integrity.
- I will strive to work as a team, in which constructive working relationships are actively promoted.
- I will act kindly and without prejudice towards other GBBA and associate members, Brass Bands, and the public.
- I will be mindful of my responsibility to uphold the ethos and reputation of the GBBA.



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Members conduct

- All GBBA executive committee and associate members have a responsibility for safeguarding and, as such, have a duty of care for each other.
- Inappropriate behaviour and language, whether face-to-face interaction, via social media or as part of any online activity, will not be accepted. (see below for what constitutes acceptable behaviour and what will be deemed inappropriate).
- GBBA executive committee and associate members will adhere to the GBBA's policies and procedures as set out in the associations governance documents; including, but not limited to, Safeguarding and Health and Safety.
- In the event that a GBBA executive committee or associate member has cause for concern regarding the conduct or welfare of another member, this should be reported to the relevant GBBA officer in a timely manner.

Appropriate behaviours	Inappropriate/prohibited behaviours
• Treat other GBBA executive committee or associate members engaged in any of the association's activities, including children and young people, with respect and dignity. • Encourage and support children and young people involved in GBBA activities, but avoid having (or being perceived to have) 'favourites'. • In general, avoid being alone with children and young people under 18 participating in GBBA activities, unless you are their parent or carer. • If it is necessary to be alone with a child or young person: - Make sure another adult knows where you are and approximately how long you will be - Invite the child or young adult to bring a friend. - Leave the door of the room you are in fully open - Move into the centre of the room so you are in plain view. • Avoid physical contact with children and young people unless it is necessary for a particular activity or if the person in question or someone at risk from them has been, or is about to be injured. • If physical contact cannot be avoided, seek permission of the child or young person wherever possible and ensure they are comfortable with what you are going to do. • If a child or young person talks to you about something confidential, ensure that they understand that you will not share the information without their consent	• Hitting or striking any persons engaged in GBBA activities, whether this is a child or adult. • Verbally abusing (including shouting or swearing at) anyone involved in GBBA activities. • Deliberately humiliating or undermining anyone participating in GBBA activities. • Inappropriate/intimate touching, sexual conversations, whether online or offline, or use of sexual innuendo or images with a child or young person/in the presence of a child or young person. • Developing or implying sexual relationships with children and young people involved with GBBA activities. • Encouraging, or knowingly involved in, another GBBA executive or associate



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except in specific circumstances relating to child protection or safeguarding. • If you are told or see something regarding a child or young person that causes you to have a safeguarding concern, follow the GBBA's safeguarding procedures and contact the Welfare Officer as soon as possible. • Outside GBBA activities, try to avoid contacting children or young people unless this is via their parents and part of a family friendship. • Children and young people will look up to you; it is important that you model responsible and considerate behaviours associated with appropriate professional/personal boundaries. • Do not give your personal telephone number or email address to children or young people engaged in GBBA activities. • Do not develop individual friendships with children and young people except as part of a family friendship. • Be mindful of your use of language during GBBA activities, especially when children and young people are around. • If you are involved with the GBBA in a teaching or leadership capacity, do not, in general, accept/give gifts or money to children or young people you work with. If you are presented with a token 'thankyou' gift from a child, accept it with thanks and inform the Safeguarding/Welfare Officer. If you wish to present a token gift to a child or young person for a specific reason, this should be discussed and agreed in advance with the Safeguarding/Welfare Officer.	member committing a crime. • Taking illegal substances before or during GBBA activities. • Being intoxicated at a GBBA event. • Using digital technology to groom a child or adult, or to abuse them in any way. • Creating, sharing, or downloading abusive images of children or adults. • Bringing the GBBA into disrepute through inappropriate use of social media.
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Conflicts of interest

- GBBA executive and associate members will declare any conflicts of interest, should they arise.
- GBBA executive and associate members will record any pecuniary or other business interests that they have in connection with the band's business. If any such conflicted matter arises, they will elect to be absent for an appropriate length of time.
- GBBA executive and associate members will act in the best interests of the association as a whole and not as a representative of any other group.

Confidentiality

GBBA executive and associate members will observe complete confidentiality when matters are deemed confidential at all times.

Compliance

GBBA executive and associate members will protect the associations legality regarding all environmental, safety and fair dealing laws.

Breaching the Code of Conduct

In the event that a GBBA executive or associate member does not adhere to this code of conduct, or of any other association policy, the GBBA reserves the right to investigate and take the necessary action to protect the integrity of the association and its members.

The investigation will allow relevant appointed GBBA officers to gain the necessary information relating to the breach. A meeting will then take place between the GBBA officers 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 a suitable representative.

Based on the information given, the relevant GBBA officers involved in this task will then report back to the GBBA executive committee who will consider any sanctions that are required to further protect the integrity of the association. 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.

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), safeguarding procedures will be followed as soon as the allegation or concern comes to light and statutory authorities will be informed, as appropriate.

Disciplinary actions

Any members of the association, concerned in any act which in the opinion of the GBBA Executive Committee, is derogatory to the proper conduct of the Association, may be



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suspended or expelled from the Association under the powers that the GBBA Executive Committee has contained in the constitution. They shall not be eligible to participate in any Association activity. When the GBBA Executive Committee are satisfied that the member responsible for the offence has made amends, only then, may the suspension of the penalty imposed be considered.

The GBBA 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, safeguarding procedures will be followed as soon as the allegation or concern comes to light and statutory authorities will be informed, as appropriate.

Reviews

This Code of Conduct is kept under review and may be updated when necessary. It was last updated on 4th April 2025.