

STANDING ORDERS

1. Musical Director / Assistant Bandmaster

He/she will be responsible for the musical direction of the Band.

2. Training Band Director

He/she will be responsible for the practises and public performances of the Youth Section of the Band.

3. Chairman of the Executive Committee

He/she will be responsible for the co-ordination and representation of the Executive Committee.

4. Secretary

He/she will be responsible for taking and distributing minutes, and dealing with correspondence.

5. Engagement Secretary

He/she will be responsible for co-ordinating all requests for the services of the Band and, after consulting with the Musical Director and the Executive Committee, will:

- a. confirm the engagement, negotiate a fee or donation
or
- b. refuse the engagement, giving reasons.

He/she will be a member of the Executive Committee

6. Registration Secretary

He/she will be responsible for arranging the registration of all new playing members of the Band.

7. Discipline

The following are to be adhered to by all playing members of the Band: -

- a. Band members should hold themselves responsible to the Musical Director at practises and performances.
- b. Prompt attendance at all practises and/or public performances, that is, **at least 15 minutes** before the advertised start time of a public performance.
- c. No member of the Band shall leave a public performance or practise without the permission of the Musical Director, or such other person placed in his stead.
- d. Unavoidable absences from a public performance or practise are to be reported to the Musical Director, or such other person acting in his stead, as early as possible.
- e. There will be **NO SMOKING, EATING or DRINKING OF ALCOHOL** during a public performance or practise.

8. Dress

Uniform jacket/jumper, black trousers/skirt, white shirt, band tie, black socks/stockings and black shoes, will be worn at all public performances.

9. Band Expenses

Discussions on major expenses for the Band will be made at committee.