



# Information sheet and code of conduct

<b>Subscriptions</b>	£30.00 per year	Due 1st April annually Please pay promptly or if you wish to set up a Standing Order please seek advice from the Treasurer
<b>Annual General Meeting</b>	April/May annually	
<b>Rehearsals</b>	1930 - 2130	(7:30pm - 9:30pm) Every Thursday at the church hall at the rear of St Mark's Methodist Church, Gloucester Road, Cheltenham, GL51 8PX
<b>Uniform</b>		Provided through the Police Uniform Stores, please speak to Paul Kelly.
<b>Dress Code - Men</b>	Uniform tunic and trousers, white lanyard, white shirt, black tie, epaulettes, black socks, clean black shoes - Baseball cap / Police helmet when required	
<b>Dress Code - Women</b>	Uniform tunic and trousers, white lanyard, white shirt, black tie, epaulettes, black tights/stockings, white bras, clean black shoes - Baseball cap / Police helmet when required	
<b>Everyone</b>	please note that we represent the Force in what is virtually a Police uniform, therefore please wear hair in a neat and tidy fashion.	
<b><u>NB. When Tunics are worn they must be done up. Please remove them before eating in case of spillage. The uniform is your responsibility so please look after it</u></b>		
<b>Uniform Returns</b>	When you decide to leave the band for whatever reason please return your uniform to a committee member. The uniform must be dry cleaned so it can be recycled and used by a new member or guest player.	
<b>Travelling to and from engagements</b>	Please remember your uniform to the uninformed looks similar to that of a regular Police or Special Constable, therefore it must be covered up by a fleece or jacket etc, or just wear the shirt without tie or epaulettes.	
<b>Setting up at engagements</b>	Please do NOT wear your Tunic whilst setting up and taking down the stand. Please do this in shirt sleeve order with ties and epaulettes on, for those of you who feel the cold, please wear the band sweatshirt and then before going on to the stand for the engagement put on your tunic.	
<b>Department on the Stand</b>	It is important to remember we represent the Force and should act and behave in a professional manner. Whilst it is accepted we need to encourage and back up the compere, please keep the talking and movement to a minimum in-between items. Please do NOT begin to pack away after an engagement until any persons speaking have finished.	
<b>Rehearsal Attendance</b>	If we are to progress as a band it is important that we spend time playing together, this means that it is expected of each individual member that	

he/she will do their utmost to attend every rehearsal. It is accepted that there will be occasions when this will not be possible, but it is requested that you inform a member of the committee in good time in case we need to find a replacement for your position.

## **Engagement Availability**

This has traditionally been a difficult area to manage, please do your best to make yourself available for every engagement, but if you know you are unable to attend for whatever reason, please give the Logistics Officer plenty of notice so that he can try to get a guest player.  
All forthcoming engagements are shown on the band website [www.glospoliceband.org](http://www.glospoliceband.org) please check it regularly for updates

## **Music Pads**

You will be supplied with a music pad which is for you to take home and practice. On the occasions when you cannot attend engagements or rehearsals please leave your music pad in the bags so that it can be used by guest players. Please keep these pads in a conditions that you would expect to be given them if you were a guest.

## **Personal Practice**

The Director of Music can only help the band to improve if he has the tools to work with. It is accepted that we all have busy lives outside the four walls of the bandroom but please take time to work on your playing and stamina and also to practice pieces you know are going to be performed at engagements. This way we don't have to waste time going over individual parts.

## **Miscellaneous**

If you have matters to raise concerning any band issues (including the selection of music) please speak to a member of the Committee

## **NB**

**We know we all try to achieve all of the above and we are grateful for all the effort that is put in. This is intended as just a gentle reminder and reference point.**

*Please remember this band is a dynamic group, always moving forward and changing. If you have any suggestions about any aspect of the band, operational, musical, anything at all, feel free to contact a member of the committee with your suggestions which will always be listened to and dealt with as fairly and openly as possible.*