

# STOCKPORT SCHOOLS' BRASS BAND ASSOCIATION.

The Committee will review the Association's Health & Safety Policy annually.

## Health & Safety Policy

- The priority of the association is to the personal health and safety of all members in regards to any association activity.
- The association shall ensure that the premises are used safely for all members and visitors, insofar as the association activities are concerned.
- All associate members have a responsibility for their own and others' safety, and should conduct themselves in a responsible manner to meet health and safety.
- Members will take the appropriate action to protect the Health and Safety of all members. They will report any issues to the administrator / conductor / committee member that they cannot resolve.
- The association will ensure that proper systems are in place for recording accidents, injuries and other relevant incidents, and for recording the medical and/or remedial action taken.

All organised events by the association will be first assessed for health and safety as far as is reasonably practical.

## Equal Opportunities Policy

- The Association is committed to equal treatment of all members with respect to issues including: Gender, Colour, Marital Status, Race, Nationality, Ethnic Origin, Religion, Sexual Orientation and Disability.
- All members of the Association will be treated as equal.
- The Association will not impose any of the above issues as restrictions upon membership or appointments within the Association.
- The Committee will not tolerate the victimisation or harassment of any individual.
- The Committee will investigate promptly any claims of discrimination and if proved to not adhere with the Association's equal opportunity policy their membership will cease forthwith.
- The Association commits itself to the disabled person whenever possible. It shall treat such members as equals. The difficulties of their disablement permitting, assistance will be given, whenever possible, to assist the disabled person to gain access.

All members are expected to abide by legal requirements e.g. Race Relations Act 1976, Sex discrimination Act 1986 and the Disability Discrimination Act 1995.

## Fire / Drill Procedure

- A copy of the Fire procedure for the premises will be obtained by the administrator.
- The Fire drill and procedure for the occupied premises will be distributed / issued to the musical director at the commencement of the rehearsals.
- The association shall ensure that a Fire drill is completed at least twice in the academic year

## Complaints Procedure

If any member feels that he or she has been discriminated against, or that Association Policies, or Rules have been broken, one should follow the complaint procedure below.

- The complaint should be submitted in writing to the Association's administrator direct or via a committee member.
- This letter should include what, where and when the occurrence took place.
- Any names and statements by witnesses who were present at the incident.
- A preference of how you want the complaint resolved.
- The committee will review the evidence and hold a hearing if appropriate.

The Committee has the power to reprimand in writing, suspend or remove a member, as they see fit, having been found to have broken the Association's rules or policies.

Revision Details.

Issue	Description	By	Date
0	First Issue	T Partridge	Jan 2007
1	Policy Review. Fire Procedure added	T Partridge	20 Jan 2008