

WEST VANCOUVER YOUTH BAND SOCIETY

Official Youth Band of West Vancouver
P.O. Box 91292, West Vancouver,
British Columbia, Canada
V7V 3N3

Vision

“To engage the youth of yesterday, today, and tomorrow in the art of musical excellence building on our legacy of pride, commitment, and community.”

This document provides information on the policy and procedures of the **Code of Conduct of the West Vancouver Youth Band**. The **Code of Conduct** applies to all members including instructors, the director, staff, board, parents and supporting volunteers. The board of the West Vancouver Youth Band fully supports the Code of Conduct.

The Code of Conduct is a system of behavior expectations that is based on four guidelines:

- **Care and respect for oneself**
- **Care and respect for others**
- **Care and respect for learning**
- **Care and respect for our environment (includes room, equipment, etc.)**

The West Vancouver Youth Band is organized and run by a volunteer parent board of directors that include community members and the music director. It exists to enhance music education and opportunities for the members of the youth bands by:

- serving as a governing body for all musical events and programs
- assisting in the pursuit of quality music education
- providing direction and governance of the budget and finances of the band
- encouraging parent participation
- providing continued volunteer assistance to staff and administration of the programs
- providing an environment of friendliness and cooperation
- fostering cooperation and communication between parents, staff and administration
- assisting in providing and fundraising funds for specific operations of the band

Goals for Members' Behavior

The Board of the West Vancouver Youth Band believes in a discipline that is fair and consistent, that provides a positive, purposeful and safe learning environment, and that promotes student self-discipline, co-operation and consideration. It also believes that an effective discipline system requires the support of parents.

The code of conduct will be reviewed with students in early September and throughout the year. It is expected that parents also review the code of conduct with their children. It is our hope that the application of this code of conduct will help to ensure that our learning environment is a happy, safe and a productive place for all.

Consequences for misbehavior will be logical and suit the misbehavior insofar as is possible. Minor infractions will be dealt with by the instructor and may or may not require the involvement of parents. Immediate correction of the behavior will be expected. Major infractions may require the involvement of parents, a peer review group and designated members of the board. All efforts will be made to help the member change his/her behavior in a timely manner to an acceptable form. If the member is unable to conform to the behavior expectations of the board in a timely manner, the member will be asked to leave the membership. **Under these circumstances there will be no refund of registration fees and/or other fees.** Band uniforms, rental equipment and or other equipment will be expected to be returned one week from the date of leaving the band or fees will be applied to compensate the band for all outstanding items not returned.

Although it is necessary to deal with negative behavior when it occurs, the board and instructors are committed to the notion that the best way to influence members to act responsibly is to acknowledge and emphasize their positive behavior. All teaching staff is very resourceful in using techniques for positive recognition.

Students, staff and parents of the West Vancouver Youth Band
Are expected to follow the Code of Conduct by speaking and acting with "care and respect" at all times.

The Board of the West Vancouver Youth Band believes that socially responsible behavior needs to be based upon a clear and consistent set of rules, expectations, and consequences to provide for a quality music education experience. Students will learn to analyze and evaluate their own behaviors when necessary and will be expected to make timely behavior improvements.

Consequences and Procedures for dealing with Misbehavior

Members are expected to self correct negative behaviors and are encouraged to solve problems independently.

When misbehaviors are beyond independent student problem solving, staff members become involved in the following ways:

Level 1

For misbehaviors that are minor rule violations, a staff member will:

- Speak directly to the child and ask him/her to:
- Identify the unwise decision
- Identify a replacement behavior that would meet expectations
- When appropriate, encourage thoughtful reflection on the effect the behavior has had on others
- When appropriate, make an apology either verbal or written
- May apply mild consequences such as time-out or warning.

Level 2

For behaviors that are more serious or are repeats of minor misbehaviors, a staff member will:

- Speak directly to the child as in Level 1
- May involve the parents by phone or by setting up a staff/student/parent meeting
- Apply consequences such as: a longer time out, restitution (peer review), child phoning his/her parent and describing the misbehavior and consequence

Level 2 behaviors are communicated between teacher and director. They are recorded and tracked.

Level 3

For non-compliant repetitive behaviors that are affecting the learning and or performing environment either for the instructors or students or both, staff will:

- Inform the board of the problems in writing, including members name, report of incidents and suggested actions to date
- The instructor, director and/or board members will involve the parents by phone or by setting up a staff/student/parent meeting
- Inform parents that the child is being removed from the program and given with documented records of incidents.