

Southern Counties Youth Band (SCYB)

Easter Residential Course

15th – 18th April 2019

St Catherine's School
Bramley, Surrey
GU5 0DF



The 5th annual SCYB residential course will take place at St Catherine's School from 15th to 18th April 2019. The band will be led by guest Musical Director Lee Skipsey, supported by our regular team of tutors and volunteers. All young brass and percussion players aged 11-18 are welcome to join us on this course, you **do not** have to be a current member of SCYB or play for a scaba member band.

Lee Skipsey has performed as a percussionist all over the world, winning European, English Nationals, British Open and National Championship titles with Black Dyke. He has worked as a tutor with the National Youth and Children's bands of GB, and in 8 years as MD he has developed the City of Bradford Brass Band organisation from an ensemble of 12 players to a family of bands with 90 musicians. We're looking forward to an inspiring and entertaining course with Lee at the helm.

The course fee is £150 per player, to include accommodation and meals for 4 days / 3 nights and tuition in full band and sectional rehearsals.

The course will start at 1pm on Monday 15th April and end with a free concert to family and friends starting at 7pm on Thursday 18th April.

Please note that in order to comply with Child Performance Licensing legislation and Surrey County Council's guidelines, all children performing in the concert must have a parent present. The parent must have sight of their child at all times during the performance and be able to take them to the toilet if needed. SCYB will also have DBS checked tutors available on either side of the stage

Please send your completed Residential Course Application form (page 3) and Careplan (appendix 3) with the course fee of £150 to the scaba Secretary by 8th April:

Alex Sears
12 Badger Place
Bordon
Hampshire
GU35 0GW

Please make cheques payable to "Southern Counties ABA"

If you prefer to do things online, please email signed, scanned copies of the forms to secretary@scaba.co.uk and bring the originals to the start of the course.

You can pay the course fee of £150 by BACS direct to scaba: Lloyds TSB Cranbrook branch; account no. 00786253 / sort code 309236.

scaba undertakes to collect and use your personal data in compliance with the General Data Protection Regulation (GDPR). Our legal basis for processing this data is our legitimate interest as the organiser of a youth band residential course and we use the data provided on the application form and careplan solely for the administration of that course.

The personal data submitted on these forms will be retained securely by the Secretary for 12 months. This data will not be shared with third parties or used for any purpose other than administration of the Southern Counties Youth Band.

Southern Counties Youth Band

2019 Residential Course Application Form

Surname: _____ **Forename(s):** _____

Date of Birth: _____ **Gender:** _____

Home address: _____

_____ **Post Code :** _____

Home Telephone: _____

Emergency Contact Name and Number: _____

Email address: _____

**if you are 17 years old or younger, this must be your parent or guardian's email*

Instrument: _____ **Approx. grade:** _____

Which band(s) do you play in: _____

Do you own your instrument? YES / NO **If NO, Who owns it?** _____

Do you have their permission to use the instrument for SCYB? YES / NO

Your Signature: _____

Parental Consent for players aged 17 or younger

Name of parent or guardian: _____

I support this application and confirm that my child is fit and able to take a full and active part in the course.

I consent to the use of photographs of my child by scaba/SCYB for publicity purposes.

I consent to my child receiving any immediately necessary first aid whilst in the care of SCYB

Signature of parent or guardian: _____

Southern Counties Youth Band (SCYB) Policy and Guidelines for regular rehearsals, residential courses and other activities.

SCYB is a youth band run under the auspices of the Southern Counties Amateur Bands Association (scaba). It is open to any young person aged between 11 and 18 years old inclusive.

The SCYB band administrator is Alex Sears, who is also the scaba Secretary. Our tutors are Richard Baker, Ian Lanceley, Bruce Morrison and Alex Sears. The band administrator may also include additional adult helpers as required. All adult tutors and any adult helpers involved with SCYB must have a clear DBS enhanced check that is dated within the last 3 (three) years, or be in the process of obtaining one.

Members of SCYB who are 17 or under must have completed a membership form that has been signed by their parent or guardian. Members of SCYB who are 18 must complete their own form. This form will be securely held by the administrator. The data it contains will not be shared with third parties, other than to facilitate the proper organisation of the activities of SCYB. The parent/guardian of the SCYB member, or the member themselves if 18 years old, is responsible for updating the information contained in the form, as necessary.

Parents/guardians of members of SCYB attending residential courses or activities must complete the Residential Course Careplan (appendix 3) disclosing relevant medical information and giving signed consent for necessary treatment of their child/children in the event of accident or illness.

Young people under the age of 11 may be permitted to take part in SCYB activities, provided that their parent/guardian remains with them at all times. In the case of residential courses, the parent /guardian must remain on site throughout the course, including overnight, when they will stay in a room with their child/children only. Under certain circumstances, the parent/guardian may nominate an adult to act "in loco parentis" for their child/children. This can only be accepted upon receipt of signed consent from the parent (appendix 4) and only with the permission of the Safeguarding Lead for scaba. The nominated adult must also remain on site throughout any residential course and stay overnight in the same room as their charge. The parent or nominated adult must have a clear DBS enhanced check, dated within the last 3 (three) years.

Members of SCYB are expected to follow the code of conduct in appendix 1.

Tutors, adult helpers and nominated adults are expected to follow the code of conduct in appendix 2.

Appendix 1: Expectations of members of SCYB

A high standard of behaviour is expected at all times. Members are expected to have read and comply with the scaba Safeguarding Policy.

- Members are expected to show care and consideration towards other members of the band of all ages.
- Drinking alcohol, smoking and using or possessing drugs are not permitted at any rehearsal or event associated with the band.
- Members may not photograph or film any other member of the band without the express permission of that member(s).
- Members may not photograph or film any other member of the band with the intention of exhibiting images on any social networking internet site.
- Members should not discriminate against other members or adults in any way.
- Members must not engage in any activity that may constitute bullying or aggressive behaviour.
- Members should approach any adult tutor or helper if they have any concerns.
- Members should have fun and enjoy their time with SCYB

Contravention of these basic rules or any acts which, in the opinion of the tutors are detrimental to the proper running or reputation of the band, may result in the suspension of membership or expulsion from the band.

Members are responsible at all times for the safety of their instruments and possessions. Accordingly, scaba and the tutors can accept no responsibility for any loss of, or damage to, members' possessions whilst attending an activity involving SCYB. Neither can scaba accept responsibility for any accidents, however caused, to or involving members of the band.

Appendix 2: Expectations of Adult tutors and helpers and nominated persons

Adult organisers, tutors and helpers are expected to have read and comply with the scaba Safeguarding Policy, and in addition they will

- Act in a responsible manner at all times
- Give you reasonable instructions that will help your health and safety
- Not do anything illegal
- Not impose their own beliefs; religious, political, racial or any others, on the young people attending

Appendix 3: Southern Counties Youth Band - Residential Course Careplan

Name of child		Known As	
<p>Emergency Contact 1</p> <p><i>(name, mobile & landline no, relationship to child)</i></p>		<p>Emergency Contact 2</p> <p><i>(name, mobile & landline no, relationship to child)</i></p>	
<p>Medications currently being taken:</p> <p><i>(name, dose, frequency)</i></p>			
<p>Any dietary requirements, disabilities, conditions, allergies or special needs</p>			
<p>What are the warning signs of things getting worse?</p>			

<p>What action should we take?</p>	
<p>What should we do if it doesn't resolve?</p>	
<p>Any other information we should know?</p>	

If it becomes necessary for the above named child to receive medical treatment and I cannot be contacted to authorise this, I hereby give my general consent to treatment.

Name:

Relationship to child:

Signed:

Date:

Appendix 4: Consent form for an adult acting "in loco parentis" for children aged under 11

Age and name of child/children

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.....

I confirm that I am the parent or legal guardian of the above named child/children.

I consent to (name).....
acting "in loco parentis" for my child/children during the course of the SCYB activity named below.

Activity.....

Date(s) of activity.....

I confirm that I have fully explained to the named person any medical or behavioural issues my child/children may have, and that the named person understands any issues and knows how to deal with them. I understand that the named person will stay overnight in the bedroom with my child/children.

Name of parent/guardian.....

Signature..... Date.....

Signature of named person..... Date.....