

## **Bristol Hippodrome Choir**

### **Choir constitution, formation document, rules and regulations**

**January 2013**

#### **1. Name**

The choir shall be known as Bristol Hippodrome Choir, hereafter called 'the choir'. The choir will normally be an SATB choir. The choir shall not be known by any other name, neither will it have an affiliation to any political organisation.

#### **2. Rehearsal**

The choir shall normally rehearse weekly on a Tuesday and Monday. The regular time for rehearsal session is to be from 6.30pm -8pm and 12pm - 1pm respectively. The choir shall meet at Holy Trinity Church Hotwells and The Bristol Hippodrome. In the event of this venue being unavailable then arrangements will be made to relocate or alter timings.

If a change has to be made then the Secretary or a nominated person will contact all members by telephone/email to provide an update.

#### **3. Equality**

The choir shall be committed to equality in all its functioning, both internal and external. It will actively seek to act and campaign against discrimination on the grounds of sex, sexual orientation or gender identity, age, race, nationality, ethnic heritage or cultural origin, disability, religion or belief or any other aspect of identity which can lead to discrimination. It will actively seek membership from members of oppressed groups. Any member who does not show respect to other members will be asked to leave the choir.

#### **4. Aims and objects**

The choir has been established to meet the following objectives:

- To learn and perform music to enjoy and share with others.
- To create a sense of community and mutual support.
- To perform publicly for the purposes of entertainment and education.
- To promote choral singing to the general public through concerts, street singing and other events.
- To enable people to gain confidence in singing in public no matter what their ability.

#### **5. Membership**

Membership is open to anyone sharing the values of the choir and members will be encouraged to attend a majority of rehearsals. Members are asked to be proactive in encouraging others to join us and in promoting the objects and aims of the choir.

#### **6. Membership fees**

The membership fee:

- Tuesdays £8 a session (£89 on average for a term)
- Mondays £7 a session (£70 for the term)

All money is to be paid to the treasurer at first rehearsal of the term on Tuesdays or directly into the bank account by direct debit. Members are asked to pay promptly without the need for reminders.

## **7. Attendance**

Members are asked to attend at both rehearsals and public performances during the year as often as they can. If you are unable to attend a rehearsal and/or performance then members are asked to let the MD or Secretary know in advance.

## **8. Choir management**

The choir shall be the responsibility of the Musical Director, their decisions musically and organisationally are to be respected.

## **10. Areas of responsibility**

**Musical Director** – The Musical Director (or MD) shall have responsibility for the musical direction of the choir. The MD shall oversee all choir tuition, stage presentation and concert management, as well as other choral activities.

## **15. Member code of conduct and attire**

Each member of the choir shall conduct herself in keeping with the expected standards as stated by the Musical Director and as laid down in the choir constitution, rules and regulations. Members shall attire in accordance with the dress policy of the choir for choir performances. The uniform of the choir shall normally be a red top.

Members are asked not to be under the influence of drink or drugs at a rehearsal or public performance. Any member thought to be so may not be permitted to participate.

When engaged in choir business no member shall take it upon herself to make any official complaint to the hiring organisation. If a member has a concern or grievance with the booking agent or venue then the member will bring the issue to the attention of choir secretary who will bring the matter before the committee for consideration.

Disrespect in rehearsal to the Musical Director or any other member of the choir will not be tolerated, this includes: Criticising other members singing, laughing or any other form of inappropriate behaviour when soloists are performing. Speaking rudely to the musical director. Speaking negatively at rehearsals or performances. In the event of a repeated offence the member will be asked to leave the musical directors decision is final.

## **16. Public performances**

All members of the choir should engage in a 'sense of occasion' and conduct themselves in a manner fitting to the occasion at all times.

## **17. Medication issues**

Members required taking regular preventative medication (e.g. for epilepsy or diabetes) MUST inform the Secretary and also must ensure that this medication is up to date and taken as necessary prior to performance. Anyone on medication is expected to take sufficient care of their own welfare.

## **18. Health and safety**

Members have a duty of care under health and safety law for themselves and others affected by their action. Members will always be notified of H&S issues at a performance venue. The choir cannot take responsibility for any injury, however caused. If a member has a health and safety issue with a venue then they must speak with the Musical Director. Health and safety matters will be dealt with by a member of the choir committee, and should not be dealt with individually by a member of the choir.

### **19. Public engagement and fees**

Requests for performances should be directed to the Musical Director. The choir may perform public concerts in order to fund raise for agreed causes, organisations or for choir funding. The minimum fee for hiring the choir shall be £25.00. The choir will attempt to support sister organisations that share our ethos by performing at events at no charge. Fees and donations should be paid to the choir treasurer by the organising body.

### **20. Social activity**

The social aspect of the choir is to be encouraged wherever possible. The choir as an organisation is to nurture a friendly atmosphere and social meetings are to be encouraged. In addition, choir trips can be organised. Members will be asked to pay towards the cost of such trips.

### **21. Massed choral participation**

From time to time the choir may be asked to participate in combined concerts or massed choral events. Participation at such an event is subject to the consent of the Musical Director and this decision will be taken in light of our diary and financial position.

### **SIGNED:**

1.....Victoria Bourne (Managing Director and owner of the choir)