



**MID SUSSEX
BRASS BAND**

Mid Sussex Brass Band
Manor Field Primary School
Junction Road
Burgess Hill
RH15 0PZ

Mid Sussex Brass Band Guidelines

Hello,

Welcome members and potential members of Mid Sussex Brass Band (MSBB) and/or Mid Sussex Youth Band! We're really glad you are part of our band, or thinking about becoming a member. This letter provides information on being part of the band, and what you can expect from MSBB. We hope you find it helpful.

Ethos

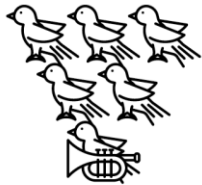
We believe that absolutely everybody should have the opportunity to learn to play an instrument and take part in group music making. As such, Mid Sussex Brass Band aims to offer any person, whatever age, the opportunity to learn to read music and play a brass instrument, to grow in confidence and develop their skills within a fun and safe brass band setting. Unlike most local organisations, it is our policy to offer all our services, namely instrument loan, musical direction and tuition for free, however we do charge a weekly subscription to defray the Band running costs (e.g. hire of a rehearsal hall). All we ask in return is that members are fully committed to improving their playing and regularly attend rehearsals and engagements. In addition to providing instruments and musical direction to our musicians, we provide a fantastic opportunity to make new friends and develop lifelong skills. We also provide our members with the opportunity to experience and take part in a wide range of engagements with the Youth Band and as part of the Senior Band.

Instruments, Equipment and Uniform

MSBB can provide full members with the following:

- Instrument
- Band Jacket
- MSBB Fleece
- MSBB Polo shirt
- Black embroidered tie

Please take good care of your instrument and equipment, with regular cleaning and maintenance. You may be asked to contribute to repair costs if you damage a band instrument or equipment.



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MSBB does not provide the following items, and you will need to make sure you have these available for rehearsals and/or concerts:

- Music stand
- Mutes - please let us know if this is a problem or you're not sure what you need
- White shirt, smart black trousers/skirt and smart black shoes

Rehearsals

Thursdays

Youth band: 7 - 8 pm

Senior band: 8 - 10 pm

Location: Manor Field Primary School, Junction road, Burgess Hill RH15 0PZ

There is normally a 10 minute break during senior band, but the Musical Director, or in his absence the Conductor has discretion to cancel this as and when deemed necessary.

Please have your instrument, equipment, music and stand ready in advance. *Don't forget your pencil!*

In order for the MD to plan attendance at both rehearsals and engagements please ensure that you keep your Muzodo entry upto date.

Please keep talking to a minimum during the rehearsal. Sometimes it will be necessary to rehearse specific parts which do not include your own. Please be respectful of this by remaining quiet.

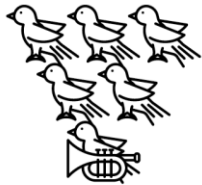
At the end of the rehearsal, please clear away your chair and music stand. Once you have cleared your own equipment, please see if you can help elsewhere, particularly the percussion section.

Music

You are responsible for taking care of your music folder and its contents. Please arrange music **in alphabetical order** by the title of the piece. Please do not to tear or crease music, and please only write on music in pencil.

You can (and are encouraged to!) take music home to practice. However, if you cannot make the next rehearsal or concert, please store your music folder in one of the two red suitcases (ask someone if you cannot find it).

Please let the Librarian know if any music is missing. We're open to suggestions for new music, so if there's something you'd like to play, please let the MD know.



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Subscriptions

MSBB offers a free 1 month trial period for new and potential members. After the trial, subs are due annually and should be paid within the first half of the year (30 June). Annual payments are preferred, however arrangements to pay quarterly can be agreed. Subs are £88/year or £50.50/year for older members. If you have financial difficulties (eg loss of job or income), please discuss, in confidence, with the Treasurer who may be able to offer a discount.

Subs will be pro rata if you join part way through the first year.

Please pay subs to the MSBB account:

Account name: **Mid Sussex Brass Band**

Bank: **Barclays**

Sort code: **20-88-13**

Account Number: **93139034**

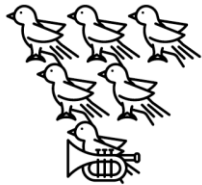
Concerts

Details for upcoming concerts will be issued through Muzodo (email or app). An Engagement Information Sheet (EIS) will also be sent out via email prior to each concert. The EIS contains important information about the concert venue, timings, programme and attendees, plus other details such as responsibilities for bringing additional equipment. It is important you read this!

Responsibilities for bringing additional equipment are shared throughout the band on a rota basis, and usually communicated the week before the concert. Other responsibilities may be required for some concerts, and these will also be arranged in advance. We are a team and your additional help is valued, so please take part!

Responses to Muzodo are required no later than 1 month before the concert. If you are unable to attend a concert, you must notify the MD without delay. Please be prepared to help the MD to secure a deputy if required.

Music for each concert should be arranged before going on stage. Please leave your music folder with your case away from the stage. Arrangements for getting on and off the stage, plus any other department tips will be communicated before the concert. When on stage, please keep talking to a minimum and keep together with any directions - it really makes a positive difference!



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Uniform

We have two uniforms; a traditional band jacket and a more informal fleece and polo shirt. The EIS will tell you which uniform is needed. With either uniform, please always dress smartly with clean and smart black shoes and socks. Please make sure white shirts are tucked in!

Social Engagements

We try to arrange occasional social events outside of band such as meals and indoor or outdoor activities, and rehearsals are usually followed by a pub visit. These are all optional and are not paid for by the band.

We also organise a trip to Schmallenberg, Germany every other year (usually a long weekend around August bank holiday) and have arranged overnight stays in the UK. These trips include playing opportunities and social activities and are great fun. Again these trips are not normally paid for by the band. Upcoming trips/activities will be announced at rehearsals and via email, but please do ask other band members if you'd like further information or have a suggestion for an activity, trip or playing opportunity.

Additional Important Information

The following documents contain additional important information regarding membership of the band.

- Constitution
- Code of Conduct
- Safeguarding
- Membership Form
- Risk Assessment
- Policy Statement on Equal Opportunities

Electronic copies of these documents will be provided to all members and potential members of the band. Members of the band must agree to abide by these documents.

If you have any questions or queries, please ask any member of the band. They will be happy to help you, or will find someone to help.

Thank you,

Mid Sussex Brass Band Committee