

## **FOM MUSIC SOCIETY MEMBERSHIP GUIDELINES**

These are common guidelines that show consideration and respect for everyone in our programs **and our staff**. They should be easily followed to provide a safe and welcoming environment.

1. We are an inclusive and diverse organization. Please respect each other's political, spiritual, racial and sexual differences.
2. We do not accept sexual harassment including suggestive talk, and demeaning jokes that make fun of certain groups of people in a way that is hurtful or disrespectful.
3. We do not accept offensive language, swearing, abusive, aggressive, violent or intimidating behaviour during program rehearsals or events. Such behaviour may result in being asked to leave immediately. Please report immediately if you notice this behaviour.
4. Members are expected to refrain from substance use during programs, rehearsals or events.
5. Members are expected to co-operate, show respect for, and to deal honestly with other participants, audience members, volunteer workers, Music Directors and Staff.
6. We understand that sometimes members experience issues arising from emotional difficulties or symptoms of an illness. We ask that you excuse yourself if you need a little break from the program or rehearsal to deal with such issues.
7. Members are asked to respect our non-disturbance policy during rehearsals, meaning: keep side conversations to a minimum so other members can concentrate and hear the music director.
8. If you experience any problems or concerns or feel unsafe in any way, speak directly to your music director OR an FOM Staff member at any time. We are here to help you.
9. Please arrive no more than 10-15 minutes before the start time of your program. Participants arriving early may have to wait outside. The outside doors are kept locked, so arriving on time will ensure that someone will be there to welcome you.
10. Please be mindful that staff have work to do while they are in the office. We cannot accommodate unplanned social visits or lingering after programs. We are always happy to answer program related question or concerns during program time.
11. Members are asked to respect Friends of Music's office space. This is where the society and program business is done. If you need to borrow pens, hole punch, stapler, etc. do so, and be sure to return it to the place you found it so the next person can find it easily.
12. Treat all musical instruments with care and respect, ie: no pop or coffee on the piano!
13. Report any damaged instruments or equipment to your Music Directors or staff.
14. Performers who use their own instruments or equipment should check-in with their Music Director to make sure it is a good fit for the ensemble/group.
15. It is understood that members take personal responsibility for the care and security of their own as well as the Friends of Music Society instruments and sound equipment. Personal instruments are not covered against loss or damage by Friends of Music's insurance plan.
16. All members are responsible for their personal safety and well-being. This includes getting to and from events and performances as well as during performances. Support persons are always welcome to accompany you at any Friends of Music programs.
17. Remember that you are a representative of FOM Music Society & we are guests of Island Health. Always keep the space cleaner and tidier than you found it, act in a responsible manner. We appreciate your help with chairs, music, stand, and rubbish.
18. Please respect Island Health's policies regarding smoking and vaping in hospital areas.
19. Please respect FOM Music Society and Island Health's COVID-19 health and safety protocols within the hospital.

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Your agreement and support of these Membership Guidelines indicates your willingness to keep our programs safe and healthy for everyone. We are here to support each other and create a mutually respectful environment. If you notice these guidelines being ignored, you can privately let an FOM staff member or your music director know.

**By signing below, I agree to abide by FOM Music Society's Membership Guidelines, and I understand that breaking of these guidelines will result in consequences up to and including being asked to leave the premises and/or the program.**

**Full Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**Please sign and return to your Music Director or an FOM Staff Member each year.  
Agreement with these guidelines is a condition of membership.**