

Code of Conduct

1. Purpose and Scope

Purpose

This Code of Conduct supports the organization's mission to foster music appreciation, education, and community engagement in a safe, respectful, and inclusive environment.

Scope

This Code of Conduct applies to **all staff, board members, volunteers, performers, students, families/guardians, and contracted artists** participating in or attending organization-related activities, including but not limited to:

- Rehearsals and performances
- Events, programs, workshops, and day camps
- Travel related to organizational activities
- Online and virtual spaces affiliated with the organization

Compliance with this Code is a condition of participation and engagement.

2. Behavioural Standards

Respect and Courtesy

All participants are expected to act with integrity, professionalism, and mutual respect toward colleagues, students, families/guardians, audiences, partners, and the broader community.

Zero Tolerance for Harassment

Harassment, bullying, discrimination, or abuse of any kind—whether verbal, physical, emotional, or online—will not be tolerated. This includes conduct based on race, ethnicity, gender, gender identity, sexual orientation, religion, age, disability, or any other protected characteristic.

Professional Conduct

Participants must:

- Arrive on time and prepared
- Follow instructions from instructors, supervisors, and event organizers
- Maintain a positive and cooperative attitude
- Communicate respectfully, even during disagreements

Safety and Appropriate Boundaries

All participants share responsibility for maintaining a safe environment. Unsafe behavior or hazards must be reported immediately.

One-on-one interactions, particularly involving minors or vulnerable persons, should occur in observable, open, or approved settings whenever possible, and professional boundaries must always be maintained.

3. Safety and Protection of Minors and Vulnerable Persons

Safeguarding

The organization is committed to providing a safe, respectful environment for minors and vulnerable individuals. Staff and volunteers must model appropriate behavior at all times and comply with all safeguarding policies and legal requirements.

Physical Contact

Physical contact should be limited to what is necessary for instructional or safety purposes (e.g., posture or hand placement) and must always be:

- Appropriate
- Explained in advance where possible
- Consensual and respectful

Substance Use

The possession, use, or distribution of alcohol, illegal drugs, or any substances that impair judgment, performance, or safety is prohibited during organizational activities.

4. Ethical Conduct and Conflicts of Interest

Conflicts of Interest

Individuals must not use their role within the organization for personal, financial, or other improper benefit, including benefits to family members or close associates.

Confidentiality

All participants must protect confidential and sensitive information, including personal data, financial records, donor information, and internal organizational matters.

Responsible Use of Resources

Organization property—including instruments, equipment, facilities, and digital resources—must be used responsibly, respectfully, and only for authorized purposes.

5. Intellectual Property, Artistic Integrity, and Cultural Respect

Intellectual Property

Participants must respect intellectual property rights, including copyrights and performance rights. Music, recordings, images, and materials may not be reproduced, recorded, or distributed without proper authorization.

Artistic Integrity

Participants are expected to uphold high artistic standards and respect the creative contributions of composers, instructors, performers, and collaborators.

Indigenous Land Acknowledgement and Cultural Respect

The organization recognizes that its activities may take place on the traditional and unceded territories of Indigenous Peoples. Participants are expected to act with respect toward Indigenous cultures, histories, and communities and to engage in organizational land acknowledgements and reconciliation efforts in a respectful manner.

6. Compliance, Reporting, and Consequences

Reporting

Any suspected or actual breaches of this Code of Conduct should be reported promptly to a supervisor, instructor, board member, or designated organizational contact.

Consequences

Violations of this Code may result in corrective action, including but not limited to:

- Verbal or written warnings
- Suspension from activities
- Termination of employment, contract, or volunteer role
- Removal from programs or events

The organization reserves the right to take appropriate action to protect the safety, integrity, and reputation of its community.