

## NZSSC Member Commitments: 2025-2026

*These commitments are an annex of the CANZ Code of Conduct, both form a binding agreement between the NZSSC member and Choirs Aotearoa NZ Trust*

### **As a member of the NZSSC:**

- **I will work to uphold the excellent reputation & legacy of the Choir**, and to represent the NZSSC and Aotearoa with consideration and pride, both in person and in the digital space (i.e., social media).
- **I will maintain a high standard of behaviour** and will comply with directions given by appointed leaders of the Choir in all matters of discipline and procedure. I acknowledge decisions of Choir management as final in matters pertaining to the Choir.
- **I will prepare vocally before each course and learn my music in advance.** I will continue to work on my vocal development with singing lessons and/or singing in my school or local Choir. I will sensibly protect my vocal health during tours with adequate sleep and rest.
- **I will be available and punctual for all rehearsals**, performances and press calls unless arrangements have been made in advance with Choir management.
- **I understand it is important to conduct relationships within the Choir in a respectful way** that is appropriate to a team environment and to the goals and aims of the Choir. Respecting diverse cultures, nationalities, beliefs, genders, and sexualities is paramount in creating an inclusive environment.
  - Our policies prioritise understanding and dignity for all, fostering empathy and celebrating differences. Embracing diversity enriches our collective experiences, promotes tolerance, and builds stronger connections. We value every individual, ensuring they feel accepted and valued regardless of their background or identity.
- **I will promptly pay all fees within the time stipulated** unless otherwise arranged with the Choir Manager. I accept liability for any charges incurred by a collection agency through unpaid fees.
- **I will take care of my music and concert folder** and bring them to Choir activities and rehearsals. **I will also take care of my Choir uniform**, keep it clean and wrinkle-free for concerts and other occasions as required and wear it with pride. I understand that any replacement costs for lost/damaged music or uniform will be forfeited from my bond.
- **I agree that my name, school and any photos of Choir activities** which include me, may be published on the NZSSC website, online and in local, national and international media.
- **I will observe the laws of New Zealand as they apply** to offences against people, property and the taking of alcohol or drugs. *Any breach of this undertaking or serious breach of the CANZ Code of Conduct will jeopardise my membership of the Choir.* In the event of expulsion, I will be responsible for costs incurred on my behalf by the Choir management, including travel home.
- **If I become aware of any behaviour that causes harm to another student**, I will disclose this to a staff member as soon as possible. If I feel uncomfortable talking to a staff member I will approach a choir leader instead, however if they are unable to resolve the issue and someone is still in harm's way, I acknowledge I must alert a staff member.
  - Staff will take appropriate measures to protect any choir member who discloses any behaviour they have witnessed that causes harm to another student.
- **I accept this is a smoke-free, vape-free, alcohol-free and drug-free choir.** Under no circumstances will I drink alcohol or take drugs other than those prescribed by my doctor during choir course/tours. The consumption, possession or purchase of alcohol is not permitted by any NZSSC members, during the tour or travel transitions.
  - This rule applies at all times and all places on tour, including at billet host homes and group accommodation.
  - If any student needs support complying with this policy, please reach out to a staff member for guidance.
- **When on courses or tours I will follow all instructions provided by staff.** I acknowledge that includes the following specific situations (but these are examples rather than an exhaustive list):
  - When I am billeted on courses or tours: I will show respect for my billeting family and follow any curfew set by the Choir. On tour, I will demonstrate cultural sensitivity regarding national customs and religions.
  - When I am staying in group accommodation: I will abide by all rooming arrangements made by staff. If rooming arrangements are untenable, I will reach out to staff at any time to resolve the situation.
  - When I am staying in group accommodation: I will observe all curfews set by staff and will ensure not to cause a disturbance to other choir members or the general public.
- **If I am no longer at school or I have turned 18, I still agree to meet rules commonly expected of secondary students.** The age of NZSSC members ranges from under 13 to over 18, but members are expected to adhere to our Code of Conduct, regardless of their age.
- **I acknowledge and agree that while Choir Management will take all care and responsibility** for Choir Members during courses/tours to the extent permitted by law, the CANZ Board and Choir Management are not liable for any loss or damage whatsoever suffered (including, but not limited to direct, indirect and consequential loss) or personal injury suffered or sustained in connection with participation in the tour.

**CANZ POLICY STATEMENT: CODE OF CONDUCT**  
Version 24.01

**PURPOSE**

The purpose of this document is to:

- record the behavioural expectations of, and commitments made by, Choir and Staff members in relation to their engagement with Choirs Aotearoa New Zealand Trust (CANZ) and by doing so create a rewarding, successful and safe environment for all parties involved.

**INTRODUCTION**

Members of New Zealand Youth Choir (NZYC), Voices New Zealand Chamber Choir (VNZ), New Zealand Secondary Students' Choir (NZSSC), the Academy Choir (AAC) and CANZ staff members represent our organisation, the Choirs Aotearoa New Zealand Trust, and our country when on tour. For any appearances with NZYC, NZSSC, AAC and Voices NZ, the conduct of each *choir and staff* member reflects on the organisation and Aotearoa in general, whether you are in uniform or not.

By becoming a member or staff member of NZYC, NZSSC, AAC and Voices NZ, you agree to respect and adhere to this Code of Conduct when on choir business.

This Code of Conduct is informed by the organisation's values, the Health & Safety Policy, Social Media Policy (below), Vulnerable Student Policy, Billeting Policy, and any other new or updated policies that are made available to you, and common sense.

Relevant values of our organisation include a 'high standard of excellence' and 'embracing cultural diversity'.

**OUR COMMITMENT**

All those involved with CANZ commit to:

- Embracing peoples' diversity by being respectful of our communities' cultures, customs and beliefs and a person's gender identification.
- Being courteous to other people and fellow choir members and staff.
- Looking out for each other and offering support to and ensuring the safety of fellow choir members and staff.
- Committing to promoting the well-being of all members by providing and maintaining an environment that is physically, socially, culturally and emotionally safe as well as free of bullying and sexual harassment.
- Demonstrating commitment by showing up on time for all choir activities including rehearsals, performances, PR appearances and travel, in the appropriate attire, sober and fit for the purpose of the activity.
- Supporting an open, safe and confidential pathway for all members of our choirs and staff to speak up about any concerns or issues they encounter or witness. This communication pathway is clearly outlined specifically for each choir in **YOUR VOICE**. Singers are also invited after every course and tour to provide feedback through a confidential online survey.

## SOCIAL MEDIA: DO's + DON'TS

The organisation actively encourages choir and staff members to engage positively with their networks about their involvement with the choirs.

### DO:

- Great content can include touring information, successes, reviews, concert updates, programme information, links to interviews and videos, behind-the-scenes updates, personal experiences on tour, at rehearsals, courses or performances.

### DON'T:

- Prohibited content includes commercially sensitive information about Choirs Aotearoa New Zealand Trust (including financial information, intellectual property, information about customers, information about programmes or concerts not yet publicly released), any information that could potentially damage Choirs Aotearoa New Zealand Trust brand, and any information copyrighted to another party.
- Posting content that is unlawful, abusive, defamatory, invasive of another's privacy, disrespectful or obscene is prohibited.

## PROCEDURES

- Where any issue arises under this Code of Conduct the Chief Executive (or their nominated representative) will enquire into the issue and make every effort to resolve it in a way that is agreed by those involved and which is in the interests of a successful and harmonious performance, tour or work environment.
- In the case of issues involving Staff members, appropriate procedures under the relevant employment or contractor agreement will be observed.
- If agreed resolution cannot be reached among those involved in an issue, the Chief Executive (or their nominated representative) is entitled to make such decisions in connection the issue as they consider necessary to allow the tour (which includes single concert/performance engagements) or operation and cycle of the choir to be successfully completed. Each Choir or Staff member involved in an issue is bound to comply in good faith with those decisions for the remainder of the tour. This could, in extreme circumstance, include the Choir or Staff member being required to leave the tour and return home, and/or leave the choir. Any additional costs involved in these circumstances will be the responsibility of the choir member or staff member.
- **LEAVING THE CHOIR:** If you are unsure about remaining in the choir during your choir cycle or agreed term of commitment, speak to your Music Director in the first instance. We will then ask you to have an in-person conversation with your Conductor and one other CANZ artistic representative. It is important that we take the time to talk through your journey, understand your decision, and be able to assist others.

**I/we have read fully, understand and accept the NZSSC Member Commitments  
and the CANZ Code of Conduct:**

**CHOIR MEMBER NAME:**

**Signed:**

**Date:**

**PARENT/GUARDIAN NAME:**

**Signed:**

**Date:**