



## East Lothian YMI Practitioners Code of Practice

*Originally created for and by the profession through MusicLeader and Sound Sense and adapted for East Lothian YMI project practitioners*

The Music Practitioners Code of Practice helps to ensure that you provide high quality music making and learning experiences for the young people you work with. The code does this by providing a set of quality statements concerning all aspects of music learning.

By adopting this code, you demonstrate your commitment to quality work. Likewise, by using the code as a benchmark, the schools and organisations you work for, demonstrate their commitment to requiring high-quality practice from the East Lothian YMI projects.

This code underpins good practice across the music education sector.

You should:

### **Be well prepared and organised**

- Work effectively and have appropriate knowledge and skills
- Understand the aims, objectives and desired YMI outcomes for the work and maintain good communication with East Lothian YMI for the duration of the project
- Communicate clearly with the school, or organisation you are working with, know the context you are entering, and plan effectively to ensure the success of the activity for the participants
- Adopt the appropriate attitude, behaviour and dress code (smart casual).
- Manage time effectively, starting and finishing as planned and agreed
- Keep up to date with all relevant paperwork, such as course planning documents, hand-outs, gathering of feedback, evaluation forms, invoices and budgets

### **Be safe and responsible**

- Take reasonable steps to ensure the safety of everyone in sessions, especially children and young people . (See [Safe Working Checklist](#) and '[Working With Young People](#)' document in your contract)
- Ensure your public liability insurance is up to date
- Understand East Lothian policies, routines and procedures e.g. [child protection/equal opportunities](#)/behaviour management/[data protection](#)
- Make sure your PVG certificate is up to date and can produce it if needed

### **Have appropriate musical skills**

- Plan your project in advance. Prepare your individual lesson plans to suit the needs of the group, being aware of the YMI outcome for your project.
- Liaise with schools in advance, making sure you are aware of and prepared for any potential issues within the group and its dynamic, for example ASN, vulnerable young people or challenging behaviours.
- Ensure that your level of skills, knowledge and understanding are sufficient to undertake the work.

- Be able to adapt and react to changing circumstances through drawing on appropriate musical and group work resources.

**Work well with people**

- Value all participants and treat them with respect
- Be sensitive and responsive to both group and individual dynamics
- Motivate and inspire participants
- Lead high quality and enjoyable music experiences
- Be friendly, approachable and professional.
- Ensure that you are aware of (and follow) the school's restorative policy should issues arise within your sessions. This should include knowing who your staff contact is for each session.
- If support is required during a session, ensure that you request it in a timely manner and provide a debrief to your staff contact at the end of the session.
- You should not leave the class unattended without informing your staff contact.
- You should report any issues that have arisen within the session as soon as possible with your YMI contact to enable follow up with the school.

**Evaluate and reflect on work**

- Disseminate and collect monitoring data for EL YMI as required
- Collect feedback from teachers, staff, and pupils
  - Reflect on work and continually strive to improve practice
  - Produce short report for EL YMI at end of your project, focussing on required YMI outcome

**Commit to professional development**

- Improve and update skills, knowledge and creativity through regular training, personal reflection and membership of professional bodies. (Ask EL YMI for information on opportunities)
- Maintain a professional portfolio and CV

Please keep for your own reference

**PRINT NAME**

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**Signed** .....

**Date** .....