



INFORMATION FOR THOSE WHO WISH TO APPLY TO BRING A BAND OF VISITING RINGERS TO RING THE BELLS IN BRADFORD CATHEDRAL

Thank you for your enquiry about bringing a band of visiting ringers to ring our bells. There being no resident band at the present time, we are delighted that visiting bands want to come and ring our bells. The following information and application form set out the necessary conditions upon which we will agree to a band of visiting ringers using our bells. These are to ensure the safety of all.

Making an application

- Please read this information, complete the application form, and return it to the Cathedral, as marked at the end of the application form.
- Upon receipt, we will acknowledge your application.
- We will consider applications as quickly as possible. You can normally expect to receive a response within 7 days.

Days and times

- Applications to ring the bells before or after Sunday Eucharist (usually 1030-1145) or before the Sunday Choral Evensong (begins at 1530) will be considered favourably.
- The Cathedral is open between 1000-1600, Monday to Saturday. Ringing is often possible during these hours.
- Ringing is also possible out of hours, although a special arrangement will need to be made and it may be necessary to charge for out of hours access.

Responsible Person

- The band of visiting ringers will need to be led by a Responsible Person, one person who will make the application, supervise the ringing, ensuring that the bells are handled safely, ensure the safety of all the visitors in the band, and follow Bradford Cathedral's Safeguarding Policy. The declarations of the Responsible Person are noted below:
 - I am competent in bell ringing and the supervision of bell ringers.
 - If an access charge is levied, I will ensure that this is paid in advance of the ringing session, upon receipt of an invoice.
 - I will follow the directions of the Duty Verger and/or Cathedral Host at all times.
 - I will take responsibility for the visiting band of ringers in order to ensure the safety of all.
 - I will be contactable via the above mobile phone number on the day of and during the Ringing Session.

- I will ensure that all those in the party are capable of ascending to and descending from the Ringing Room safely.
- I will ensure that the Attendance Log is completed accurately.
- I will ascertain the competence and vulnerabilities of the participating bell ringers, ensuring that inexperienced ringers are supervised, that ringers with known vulnerabilities are discouraged from ringing the heavier bells and/or raising/lowering bells as appropriate.
- I have read and will act in accordance with the Church of England Document, [Promoting a Safer Church](#) and Bradford Cathedral's [Pocket Safeguarding Guide](#). If the visiting band contains any children, young people or adults who may be vulnerable, I have enclosed evidence with this application demonstrating that I have been safely recruited to a suitable supervisory role in accordance with the Church of England Safer Recruitment and People Management Guidance.
- If the visiting band contain any unaccompanied children, young people or adults who may be vulnerable, I have supplied a risk assessment for the activity with this application, with details of the roles that suitable mitigate the identified risks, details of the persons who have been safely recruited to those roles, and a demonstration that their recruitment is in accordance with the Church of England Safer Recruitment and People Management Guidance (DBS checks, where appropriate; Safeguarding Training).
- I will follow the Central Council for Bell Ringers [Code for Ringing](#)

Safeguarding

- Bradford Cathedral is committed to safeguarding and promoting the welfare of children and all vulnerable people. Any application to bring a band of visiting ringers will only be considered if the Responsible Person agrees to act in accordance with the Church of England Document, [Promoting a Safer Church](#) and Bradford Cathedral's [Pocket Safeguarding Guide](#).

Accessibility

- Access to the Ringing Room is by 55 narrow and uneven steps. The Responsible Person should ensure that those going to the Ringing Room are fit enough to ascend and descend these steps and should wear sensible footwear.
- Access beyond the Ringing Room into the Bell Chamber or onto the Tower Roof is not permitted without prior agreement and supervision.

Donations

- Visiting bands are asked to make a donation towards the upkeep of the bells. Please note that this is different from any charges for out of hours access.
- Donations help us to keep the bells in good working order for all to enjoy.
- We suggest
 - £10 per rope for sessions of more than 2 hours (e.g. a peal attempt)
 - £5 per rope for sessions of up to 2 hours (e.g. general ringing, including a quarter peal attempt)
- There is a donations box in the Ringing Room. Please use the gift aid envelopes where possible.
- Digital giving is possible via <https://bradfordcathedral.org.uk/get-involved/donate/> A QR code is supplied on the donations box to direct people to this facility.

Before the Ringing Session

- The Responsible Person should arrive before the booked Ringing Session. They should contact the Duty Verger/Cathedral Host for a briefing.
- When the Visiting Band have gathered at the Cathedral and are ready to access the Tower, the Responsible Person should let the Duty Verger/Cathedral Host know, and they will give access to the Tower and the Ringing Room.

Upon arrival in the Ringing Room

- Every person should print their name legibly the Attendance Log. This is the Cathedral's formal way of recording attendance for the purposes of Safeguarding, and forms the Fire List, should there be an evacuation.

During the Ringing Session

- If the Fire Alarm sounds, stop ringing immediately (leaving the bells up), leave the Tower and assemble in the Cathedral Close at the top of the State Gate Steps. The Responsible Person should bring the Attendance Log with them so that they can demonstrate to the Duty Verger and/or the Fire Brigade that each bell ringer has been accounted for.
- If anything occurs during ringing that puts anyone at danger, please stop the ringing and lead people to a position of safety.
- If any non-dangerous defect occurs during ringing (such as rope slippage), please enquire of the Duty Verger, who will provide supervised access to the Bell Chamber if necessary and if possible.
- If anyone is injured, no matter how small, such as a rope burn this should be reported to the Duty Verger/Cathedral Host, who will be able to provide First Aid.
- The bells are always left down, except by prior arrangement. Please allow time to ring the bells up and down at the beginning and end of your session.

After the Ringing Session

- If any defect has been noted with the Tower or the Bells, please inform the Duty Verger/ Cathedral Host who will pass the information on to those responsible for the maintenance of Tower and the Bells.
- The Responsible Person should ensure that all persons have left the Ringing Room and Tower and then inform the designated Cathedral Host of this.

If you have any further questions, please contact Julie Bowyer, Cathedral Secretary 01274 777720 info@bradfordcathedral.org

*Revd Dale Barton (Interim Tower Captain)
Revd Pete Gunstone (Minor Canon for Worship & Nurture),
Andy McCarthy (Chief Operating Officer), May 2024.*