

LYME REGIS TOWN BAND



SAFEGUARDING POLICY

Introduction

The adoption of this policy should be seen as a clear message from Lyme Regis Town Band ("LRTB") that it will ensure all necessary steps are taken to protect from harm, all young and vulnerable people who participate in brass playing at all levels.

This policy applies to all playing members and other volunteers, including musical directors, teachers/tutors and committee members, as well as any other staff or workers on behalf of LRTB.

Some individuals may actively seek employment or voluntary work with children or other vulnerable people in order to harm them. LRTB is committed to adopting policies and procedures so that everyone involved accepts their responsibilities to safeguard those persons from harm and abuse. This means following procedures to protect them and to report any concerns about their welfare to appropriate authorities.

For the avoidance of doubt all policies and procedures refer to vulnerable adults as well as to children.

Policy Statement

Lyme Regis Town Band is committed to:-

- Making the welfare of young and vulnerable people paramount.
- Ensuring opportunities for all young and vulnerable people, whatever their age, culture, disability, gender, language, racial origin, religious belief and/or sexual identity and to enable them to participate in brass banding in an enjoyable and safe environment.
- Taking all reasonable steps to protect young and vulnerable people from harm, discrimination and degrading treatment and to respect their rights, wishes and feelings.
- Taking action swiftly and appropriately with regard to all suspicions and allegations of poor practice or abuse.
- Working in partnership with young and vulnerable people, parents, carers and other agencies to promote their welfare.

Good Practice, Poor Practice and Abuse

To provide young and vulnerable people with the best possible experience and opportunities in brass banding everyone must operate within an accepted ethical framework and demonstrate exemplary behaviour. Not only will this allow brass banding to make a positive contribution to the development of young or vulnerable members of LRTB and safeguard their welfare, but it also protects all personnel from the risk of false allegations of abuse or poor practice.

It is not always easy to distinguish poor practice from abuse, whether intentional or accidental. It is not therefore the responsibility of members or participants in LRTB to make judgements about whether or not abuse is taking place. It is, however, their responsibility to identify poor practice and potential abuse and to act if they have concerns about the welfare of a young or vulnerable person. The sections below are not intended to be

definitive or conclusive but will help you identify what is meant by good practice, poor practice and abuse.

Where circumstances arise where it is impractical to avoid any of the situations mentioned in paragraph 3 above they should only occur with the full knowledge and consent of someone in charge in the organisation and the young or vulnerable person's parent or carer.

If, during your care of a child, you accidentally hurt them, the child seems distressed in any manner, appears to be sexually aroused by your actions, or misunderstands or misinterprets something you have done, report any such incidents as soon as possible to another colleague and make a brief written note of it. The Band Safeguarding Officer will ensure that parents are informed of the incident where appropriate.

Use of Social Media

LRTB utilises social media to promote its activities and as a method of communication between band members. However, no member of the band should, in that capacity, request, record or use the email address of any band member under the age of eighteen nor communicate with said band member by email or social media. Only officers of the committee, or non-committee members given permission to do so by the committee, may communicate in that capacity by email or social media with the parent or guardian of a band member under the age of eighteen.

In particular we make use of Whatsapp to share with players information regarding engagements, rehearsals, music, social events etc. For band members under the age of eighteen a private chat group will be set up exclusively for said band member, their parents/guardians and the appropriate officer of the band so that an overview of all correspondence between the band and the under eighteen year old is maintained.

Procedures to implement DBS checks

LRTB members who need to be vetted are all persons (including non-member helpers) who will have significant access to young or vulnerable persons, and as directed by the Committee. The Band Safeguarding Officer will keep a record of all such people and ensure that they have been vetted through the DBS.

How this Policy impacts on Lyme Regis Town Band

Some members of LRTB may be under 18 years of age. Illness or other factors may also make a person vulnerable – not always in a way which is immediately obvious.

All adult members of LRTB have responsibility for the safety and protection of any young or vulnerable people who are members of the Band, and should therefore ensure that they follow the good practice outlined in this document which, if followed, also provides protection to members against any allegations relating to poor practice or safeguarding issues.

Volunteers will be provided with additional information to assist them in understanding signs of abuse, or that young or vulnerable persons are at risk and may be asked to attend training.

No Band member is to teach or coach any young or vulnerable person on behalf of the Band without prior agreement of the committee and appropriate checks being made. Any such member will need to complete a DBS check. LRTB will ensure that, during any individual tuition and coaching undertaken with a young or vulnerable person in the course of a band session, an additional adult (preferably a parent, guardian, or a carer) will also be present.

LRTB will ensure that appropriate vetting, including DBS checks, are carried out for everyone involved in training Band members under 18, including tutors and conductors whether paid or volunteers.

If any member takes on the tuition/coaching of a young or vulnerable person in a private capacity, it must be made clear that they are not working on behalf of LRTB, and this must not take place during band rehearsal times.

If a young or vulnerable person attends rehearsals or engagements, responsibility for that person must rest ultimately with the parents, guardian, or carers. Whilst Band members will observe the LRTB Safeguarding Policy and procedures, parents, guardian or carers are welcome to remain on site and to satisfy themselves that the young or vulnerable person for whom they have responsibility is safe and their welfare needs met.

In compliance with the recommendations of Brass Bands England, the committee of LRTB has appointed a Safeguarding Officer to advise on compliance with the procedures in the protection policy. The Safeguarding Officer will have the primary responsibility to check that everyone who has significant access to young or vulnerable people within the Band is suitable for that role, has been vetted and a DBS check carried out where appropriate. The Safeguarding Officer should also undergo the vetting/DBS procedure.

The Safeguarding Officer should not be a co-ordinator, tutor or conductor of any LRTB youth or training band and will act as a focal point for reporting any concerns about poor practice or concern that a child has been placed at risk.

Safeguarding Officer - The Safeguarding/Welfare Officer for LRTB is Jeff Crouch who can be contacted by email to safeguarding@lymeregistownband.co.uk

All band members, whether adult or child, need to be aware that if they have any concerns about inappropriate behaviour or the treatment of any child they should speak to the Safeguarding/Welfare Officer. All conversations will remain confidential and if necessary guidance will be sought from the Children's Advice and Duty Service (ChAD). If it is thought necessary the Police will be informed.

Children's Advice and Duty Service (ChAD) is located at Westport House, Worgret Road, Wareham, BH20 4PP Telephone: (01305) 228558

Lyme Regis Police are located at Hill Rd, Lyme Regis DT7 3PG Telephone: 01202 222222

Note: Legal Framework

This Policy has been drawn up on the basis of law and guidance that seeks to protect children:

- Children Act, 1989 and 2004
- United Convention of the Rights of the Child, 1991
- Data Protection Act, 1998
- Sexual Offences Act, 2004
- Protection of Freedom Act, 2012
- Brass Bands England Safeguarding Advice and Guidance

LRTB will undertake to review and update, if necessary, this Policy and any associated guidance documents on at least an annual basis.

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GKW
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