

Phoenix Concert Band

Policy on safeguarding children, young people and adults at risk

Our commitment to safeguarding

Phoenix Concert Band believes that a child, young person or adult at risk should never experience abuse of any kind. We recognise that we have a responsibility to promote the welfare of all children, young people and adults at risk regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation. We are committed to safeguarding the well-being of all children, young people and adults at risk we come into contact with and to protecting them from harm.

About this policy

This policy applies to all members and anyone rehearsing or performing with Phoenix Concert Band.

The purpose of the policy is to inform members and all who take part in our rehearsals and concerts about the principles that guide our approach to protecting vulnerable people and the practical steps we will take when concerns are raised about abuse and mistreatment

This policy recognises vulnerable people as:

- Children up to the age of 16 or young people aged 16-18.
- Adults aged over 18 'at risk' – defined as anyone with social care needs. This includes adults with a learning or physical disability, a physical or mental illness, chronic or otherwise, including an addiction to alcohol or drugs, or reduced physical or mental capacity. The Society recognises that 'risk' may be temporary and determined by the activity an adult is taking part in and not solely on their personal characteristics or circumstances.

The policy aims to:

- Ensure that children, young people and adults at risk playing with Phoenix Concert Band groups are protected from abuse or other mistreatment when participating in its activities.

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- Ensure that Phoenix Concert Band members working with children, young people and adults at risk understand and accept responsibility for helping to safeguard those vulnerable individuals they are interacting with.
- Ensure that safeguarding of children, young people and adults at risk is a primary consideration when the Phoenix Concert Band plans its rehearsals, concerts and other activities.

Legal framework

This policy has been drawn-up with reference to legislation, policy and guidance on the protection of children, young people and at-risk adults in England and Wales.

Policy review

The policy will be reviewed and amended (when necessary) on an annual basis. It will be reviewed in response to significant changes in relevant legislation, good practice, or in response to any identified failing in its effectiveness.

HNHS and vulnerable people

The members of the Phoenix Concert Band are adults aged 18 and over. Apart from its Music Director, its members are unpaid, volunteers. The band does not provide activities designed exclusively for children and young people. From time to time, however, it does invite players aged under 18 to participate in rehearsals and concerts. It also, on occasions, performs jointly in concerts with other bands whose members include young people.

Our involvement with children, young people and adults at risk may include, but is not limited to:

- Children and young people as occasional performers in rehearsals and concerts
- Performing at joint events with youth bands
- Interacting with children and young people who attend concerts as audience with their families.

Level of involvement

The Society's current assessment of its involvement with children, young people and adults at risk is 'infrequent' – defined as occasional, irregular or involving contacts over a short period of time. Contacts adult band members and children and young people are also 'low intensity' involving minimal

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physical contact. No intimate care is provided and no child under the age of 16 is permitted to take part unless accompanied and supervised by a parent or guardian (see below). This assessment is subject to monitoring and annual review.

Safeguarding lead

David Utting undertakes lead responsibility for safeguarding issues in the band. He has completed Level 1 CPD (Continuing Professional Development) certified training courses in safeguarding children and safeguarding vulnerable adults. He holds a current DBS certificate.

Concerns relating to safeguarding and queries relating to this policy may be referred to him (although police should always be called first if a child, young person or at-risk adult is believed to be in imminent danger – see below)

Phoenix Band activities likely to involve children, young people or at-risk adults will be planned in consultation with David Utting in accord with this policy.

Our approach to safeguarding

The Society seeks to keep children, young people and vulnerable adults safe by:

- valuing, listening to, and respecting them
- appointing a lead member for safeguarding and regularly reviewing its safeguarding policies and procedures to reflect best practice
- applying safeguarding procedures to ensure that concerns and relevant information are shared promptly with the relevant agencies
- maintaining an anti-bullying environment and ensuring that any bullying incidents are dealt with effectively
- seeking to provide as safe a physical environment for activities as possible by applying health and safety measures that accord with the law and regulatory guidance
- recording and storing information that relates to safeguarding concerns in a professional and secure manner
- reminding its members that everyone shares the responsibility for safeguarding and drawing their attention to this policy.

Rules concerning the participation of children and young people

Accompanying parent or responsible adult

On the rare occasions that children under 16 are invited to play with the band, they must be accompanied throughout by a parent or other responsible adult

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who will bring them to the rehearsal or concert and take them home again afterwards.

Young people aged 16 and 17 may take part in rehearsals and concerts unaccompanied provided the Music Director has received prior written consent from a parent or guardian who has also supplied a phone number where they can be contacted in emergency.

Photography

Phoenix Band occasionally takes photographs at its rehearsals and concerts for use in publicity. It is the band's policy to obtain parental permission before taking and/or publishing images of children aged under 18.

Safeguarding procedures

General health and safety

Phoenix Band actively seeks to ensure its activities are safe for children, young people, adults at risk and all participants by holding rehearsals and concerts on premises that satisfy current fire regulations and other health and safety requirements.

Neglect and abuse

Concerns about possible neglect, physical abuse, sexual abuse, emotional abuse or other ill-treatment involving a child or at-risk adult participating in Phoenix Band activities will be treated with the utmost seriousness. Unless a direct report has already been made to the police or a social care agency, concerns should be communicated without delay to the band's lead safeguarding person. After listening to the concern and making a note of relevant information, he will make a report to the appropriate agency.

Anyone trying to contact the lead safeguarding person with a concern who finds he is away or not available should not delay in approaching the relevant social care agency directly (contact information below). If they believe a child, young person or at-risk adult is in imminent danger, they must not hesitate to contact the police by dialling 999.

Individuals who raise concerns have the right to expect that information shared with the safeguarding lead will be treated sensitively and in confidence – but only to an extent consistent with effective safeguarding. In particular, the lead safeguarding person has a duty to share and refer concerns relating to the welfare of a child or adult at risk as soon as possible to someone qualified to assess the information and take appropriate action.

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Bullying

As with other forms of abuse, Phenix Band will not tolerate the bullying of children or at-risk adults at its rehearsals or concerts. Should an incident occur the Music Director or safeguarding lead is required to separate those involved immediately. The parents or guardians of any children involved must be informed without delay. The lead safeguarding person (if not present) must be informed.

In addition to any action that may be taken by the relevant safeguarding authorities, the Music Director will consider what action it should take against an individual found to have bullied or otherwise ill-treated children or at-risk adults at its rehearsals or concerts. This will include banning the perpetrator from future activities and revoking their membership.

Record keeping

All notes, reports and other written materials relating to safeguarding concerns that have been raised with the band will be kept secure. Electronic files will be password-protected.

Disclosure and barring certification

Both the Music Director, Chris McGinity and the safeguarding lead, David Utting, hold current DBS certificates.

Contact information

HNHS safeguarding lead

David Utting holds the lead responsibility for safeguarding children, young people and at-risk adults. His contact details are:

**David Utting,
250 Sandridge Road,
St Albans AL1 4AL
01727 762855 / 07930 313790
utting.david@gmail .com**

Hertfordshire Safeguarding Children Partnership (HSCP)

Hertfordshire Safeguarding Children Partnership (HSCP) has been set up so that all agencies and organisations who work with children and young people

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work together to keep children safe. To report abuse or mistreatment concerns at any time of day or night call **0300 123 4043**

Hertfordshire Safeguarding Adults Board

Hertfordshire Safeguarding Adults Board is a partnership of relevant agencies working with organisations to make sure adults at risk are cared for in their daily lives, free from abuse and harassment. Concerns about an at-risk adult can be reported online at <https://www.hertfordshire.gov.uk/services/adult-social-services/report-a-concern-about-an-adult/report-a-concern-about-an-adult-form.aspx> or by telephoning **0300 123 4042** at any time of day or night.