

## Safeguarding Procedures

### NEWARK & SHERWOOD CONCERT BAND

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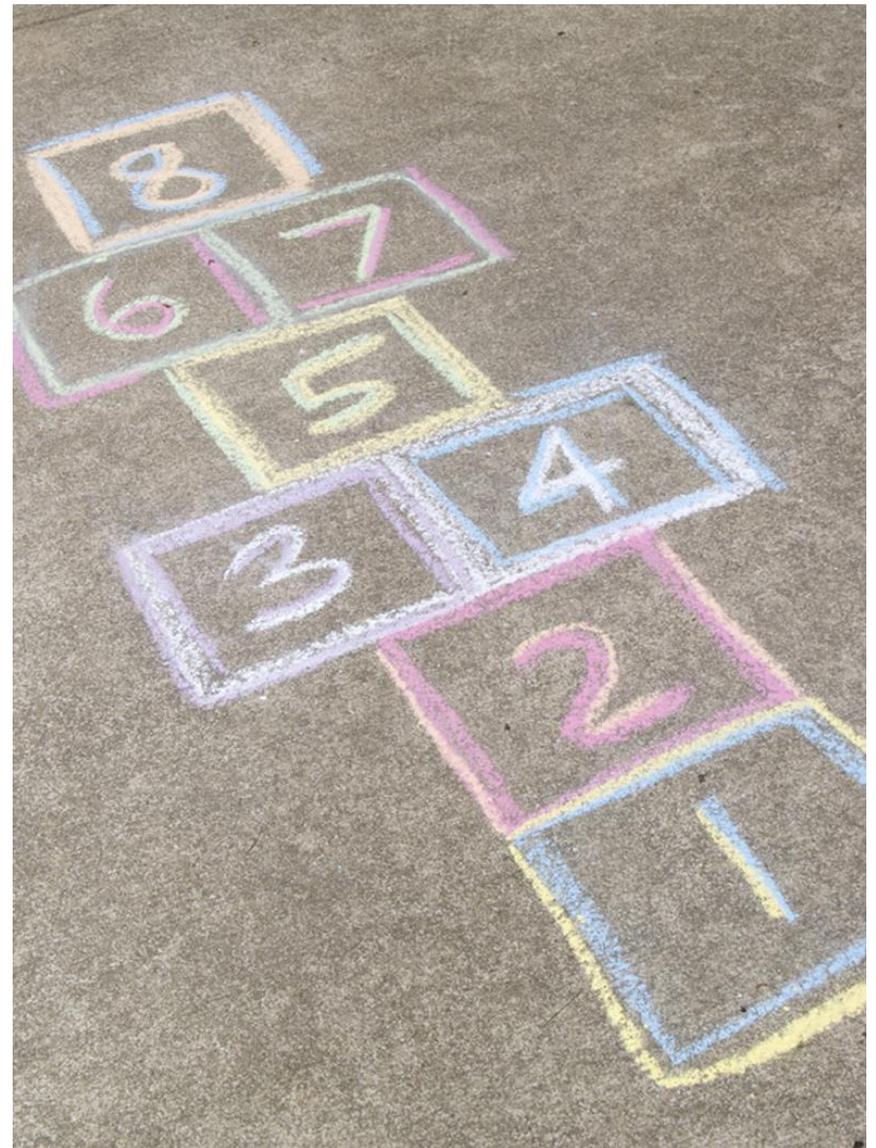
[www.newarkandsherwoodconcertband.co.uk](http://www.newarkandsherwoodconcertband.co.uk)

### CURRENT OFFICERS:

Safeguarding Officer: Sarah Davey

[safeguarding@newarkandsherwoodconcertband.co.uk](mailto:safeguarding@newarkandsherwoodconcertband.co.uk)

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## **PRINCIPLE 1**

There are a small number of people who actively seek to harm or abuse young people; there are others who will act upon opportunity. The main principle is to reduce the opportunities for this to happen.

Newark & Sherwood Concert Band will reduce the risk by:

- Being aware of all young members present by use of an attendance register.
- Ensuring that start and finish times and any changes to these, are conveyed to families.
- Parents are expected to collect young members on time; the secretary (or in the event of the absence of the secretary, the Musical Director) should be made aware if any permission to walk home along has been given. Responsibility for safety after leaving the premises lies with the family.
- Rehearsal and events will be arranged in such a way that no young member is directed to be alone with an adult.
- Meetings away from the rehearsal hall, or lifts in cars and walking home, are arranged at the family's discretion.
- Adult members must ensure their own protection, being mindful of recognising the potential risk of being falsely accused of inappropriate behaviour, both verbal and physical.

## **PRINCIPLE 2**

Young members should be given the opportunity to talk with an adult within the band or with an independent person if they choose to do so.

In situations where young members have been abused from outside or from within an organisation, it is common that an abuse of power has been used. This may be the power of physical size and strength of the power of the relationship. Adults who wish to exploit this power are drawn towards young people's organisations.

Newark & Sherwood Concert Band will support this by:

- Respecting young members as individuals with the right to their own views and to make their own choices where they are deemed able.
- Ensuring their concerns are listened to and acknowledged.
- Directing those who are unwell or distressed to the Secretary, or an adult they trust.
- Having trained members to deal with situations where a member may want to disclose matters that relate to abuse at home, at band or any location.
- Make the member aware that their disclosure will be treated confidentially, but will have to be shared with a Child Protection Advisor. Request that the parents attend as soon as possible, unless one of them is named as an abuser.

### **PRINCIPLE 3**

Newark & Sherwood Concert Band must not be lulled into a false sense of security about the safety and potential abuse of young members. There are many members new and old about whom very little is known. Child abusers look like anyone else; they are male, female and can be young.

Newark & Sherwood Concert Band will apply agreed procedures for protecting young members to all members and families.

Consideration will be given to:

- Whilst reasonable steps are being taken to prevent abuse, any member who has concerns about another member must discuss this with the Child Protection Advisor or Chairperson. This may be related to behaviour, or comments that appear to be insensitive, insulting or abusive.
- It is known that some young people make false claims to seek attention. However, all claims will be taken seriously until found to be false.
- When planning events, the matter of correct safe supervision will be identified.

### **PRINCIPLE 4**

Although Newark & Sherwood Concert Band is largely an adult band it does have band members under the age of 16. It is deemed wise and sensible to have proper precautionary measures in place.

- Consequently, there are several members within Newark & Sherwood Concert Band who hold current DBS/CRB (Criminal Record Bureau) clearance.
- There are also medically trained staff attendant at almost every rehearsal.

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## **Dealing with abuse that has been disclosed or uncovered.**

Dealing with disclosure is not easy for anyone, even experienced professionals. It is important to listen to what is being said and to think carefully before responding.

- We have a duty to report any abuse suspected or discovered.
- A young person must be made aware that they are safe and have done the right thing in disclosing information, but this must be shared with the Child Protection Advisor.
- Find a quiet confidential area to talk and work on a need-to-know basis.
- Leave further questioning to the professionals.
- Make a record of information gained, names of those involved and any witnesses.
- Contact the young person's parent/guardian and the relevant authorities.
- Support those involved.
- Make an incident report.
- Ensure confidentiality is maintained.