

**WALDERSHELF SINGERS**

**SAFEGUARDING  
POLICY**

**DECEMBER 2018**

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## **WALDERSHELF SINGERS SAFEGUARDING POLICY**

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### **Introduction**

Waldershelf Singers is a community mixed choir based in Stocksbridge. The choir has several children and young people\*\* amongst its members. This policy is devised to ensure that the children and young people in the Choir are kept free from harm of any kind, whether it is physical, sexual, emotional or financial harm.

In July 2018 The Department for Education (DfE) statutory guidance replaced Working Together to Safeguard Children (2015). This follows a government consultation, launched in October 2017, which set out the changes needed to support the new system of multi-agency safeguarding arrangements established by the Children and Social Work Act 2017.

Waldershelf Singers, as a group, has to have appropriate arrangements in place to safeguard and protect children from harm, and all those working and participating in Choir activities are subject to the same safeguarding responsibilities, whether paid or a volunteer.

The policy also refers to situations where the Choir has a responsibility to safeguard the welfare of young people (other than those who are Choir members) with whom it comes into contact with, that is: schoolchildren who perform with the choir, and children in the audience at public performances.

The policy applies to all officials\* who manage the Choir. Its main aim is to ensure that a safe and nurturing environment is provided for those children and young people, regardless of race, culture, age, gender, sexual identity and disability.

\*Officials refers to the music team, chairperson, officers and committee members.

\*\* the term 'child/ren and young people' will subsequently refer to anyone up to age 18 years

Safeguarding is defined as:

- Protecting children from maltreatment
- Preventing impairment of children's health and development
- Ensuring children are growing up in circumstances consistent with the provision of safe and effective care
- Acting to enable all children to have the best outcomes.

### **Policy Statement:**

#### **Music leaders and committee member responsibilities –**

1. To ensure the child enjoys their experience as a choir member, and to keep them happy and safe from harm.
2. To support the child in having a fulfilling learning experience and a meaningful social experience with people of all ages and backgrounds.
3. To carry out an annual review of the policy.
4. To ensure that Disclosure and Barring Service (DBS) checks are in place for key members of the choir (Music Team) and others who supervise a singing group of under 18s
5. To keep a register of attendance at each rehearsal and event.
6. Children may become members of the choir if they are accompanied by an adult family member at all choir activities, rehearsals and concerts.
7. The family member is responsible for the supervision of the child, regarding safe behaviour, and for care and support throughout the event.
8. Parents of new child members will receive a copy of the Safeguarding policy with the Choir Welcome Pack.

9. It is implied that parents give permission for their child to participate in all choir activities, rehearsals and concerts, and that photographs, videos and other promotional media may be taken and used on the website, posters or on Facebook. If they do not wish their child to participate, they must inform Choir officials at the time.
10. The child will be asked on each occasion if they wish to be included in photographs, videos, and other choir activities.
11. No names must be used to identify the child on internet posts and promotional leaflets.
12. Any concerns related to the child's safety or welfare must be reported to the Chair or Music Director as soon as possible after the occurrence. It is an individual's responsibility to make a referral to local authority children's social care or the police if necessary.
13. Risk assessments of rehearsal venues will be carried out by the General Secretary  
Risk assessments of concert venues will be carried out by the Concert Secretary

The following factors must be included:

- a. Safety of the child
- b. Safety and maintenance of choir property - electrical equipment, musical instruments, furniture.
- c. Safe provision of refreshments in co-operation with personnel at rehearsal and concert venues.
- d. Location of first aid equipment.  
(see Appendix A, B and C)
14. Joint concerts with children – children should always be in the care of their teachers / helpers and/or parents who will bear responsibility for their welfare at all times. This does not detract from the Choir's responsibility to provide a safe environment for joint activities and the principles of this safeguarding policy still apply.
15. Children in audiences – it is the responsibility of the parent, guardian or carer to ensure that their children are supervised at all times. If the parent / guardian / carer cannot attend the event they must ensure that the child is supervised by a responsible adult acting on their behalf at all times.
16. This policy will be sent to parents / guardians / carers/partner organisations on request prior to the event.
17. Public liability insurance is renewed annually with the National Association of Choirs
18. Any incidents / accidents must be reported to the Chairperson using an Incident Report Form (see Appendix D)

**Note:** There will be no requirement of the choir to apply for a Child Performance Licence as the Waldershelf Singers perform as an amateur group, and no payment to the child will be made. All performances must take place outside school hours.

#### **References:**

<https://www.nspcc.org.uk/preventing-abuse/safeguarding>

Key changes in Working Together to Safeguard Children 2018 (NSPCC)

Working Together to Safeguard Children 2018 (DfE)

Ofsted: Safeguarding children and young people and young vulnerable adults policy February 2015

<http://www.oxfordyouthchoirs.org.uk/statutory-documents/safeguarding-policy>

<http://www.safeguardingsheffieldchildren.org/sscb/http://www.elthamchoral.org.uk>