

# The Border Concert Band

## Safeguarding Policy

### Band Statement

The Border Concert Band (BCB) is a community band with a varied membership. Whilst members are mainly adults, from time to time, young people (under the age of 18 years) become involved in the activities of BCB as players. BCB welcomes and actively encourages the involvement of such young people, to foster their musical development and as a way of encouraging future membership. However we need to ensure their safety and well-being whilst they are in our care, alongside the safety and well-being of any vulnerable adults who attend BCB. This policy therefore outlines the principles we follow.

Under the Equality Act 2010, you are protected from discrimination when you join a club or or association. No member, potential member or guest shall receive unfair or less favourable treatment on the grounds of the nine protected characteristics:

1. Age
2. Disability
3. Gender reassignment
4. Marriage and civil partnership
5. Pregnancy and Maternity
6. Race
7. Religion or Belief
8. Sex
9. Sexual orientation

### Good Practice Guidelines

All people working with BCB should be encouraged to demonstrate exemplary behaviour in order to protect themselves from false allegations.

The following are common-sense examples of how BCB can create a positive culture and climate:

- Undertake to assess risks at the outset of any project with young people and vulnerable adults, and monitor risks throughout.
- Identify the people with designated protection responsibility from the outset.
- Know how to get in touch with local authority services, in case there is a need to report a concern to them.
- Have agreed procedures for reporting suspicion or allegations of abuse.

This policy and these guidelines apply to anyone who plays with BCB on a permanent or temporary basis.

### Members will:

- Always work in an open environment (e.g. avoiding private or unobserved situations and encourage open communication with no secrets)
- Treat all people with respect
- Give enthusiastic and constructive feedback rather than negative criticism
- Put the welfare of each participant first, before achieving goals
- Ensure that wherever possible there is more than one adult present during activities involving under 18s
- Respect a person's right to personal privacy
- Encourage young people and adults to feel comfortable and caring enough to point out attitudes or behaviour they do not like

- Remember that someone else might misinterpret their actions no matter how well intentioned
- Be aware that physical contact with a young person or vulnerable adult may be misinterpreted
- Recognise that special caution is required when discussing sensitive issues with young people
- Challenge unacceptable behaviour and report all allegations/suspicions
- Secure parental consent in writing to act in loco parentis, if the need arises to administer emergency first aid and/or other medical treatment.
- Keep a written record of any injury that occurs, along with the details of any treatment given.
- Disclose, if they feel it is appropriate, any relevant condition they feel may affect their ability to partake in normal band activities.

## **Members will not:**

- Have inappropriate physical or verbal contact with young people or vulnerable adults.
- Allow themselves to be drawn into inappropriate attention-seeking behaviour
- Exaggerate or trivialise abuse issues
- Take a chance when common sense, policy or practice suggests a more prudent approach
- Meet with any such child, or vulnerable adult, outside such activities or away from the normal meeting places of the BCB, without parental knowledge and approval.

## **Incidents that must be reported/recorded**

If any of the following occur you should report this immediately and record the incident. You should also ensure the parents of the band member are informed:

- If you accidentally hurt a band member
- If they seem distressed in any manner
- If a band member misunderstands or misinterprets something you have done.

## **Responding to allegations or suspicions**

It is not the responsibility of anyone in BCB to decide whether or not abuse has taken place. However, there is a responsibility to act on any concerns by reporting these to the appropriate officer, or the appropriate authorities.

BCB will ensure all members/volunteers will fully support and protect anyone who, in good faith, reports his or her concern that a colleague is, or may be, abusing a band member.

It is very important that whoever is receiving the disclosure does not promise not to tell. Let the discloser know that you have to tell someone so that you can help them, although only people who need to know will be told.

## **Action if there are concerns**

Any suspicion that a band member has been abused should be reported to the Safeguarding Coordinators for BCB (details below), who will take such steps as considered necessary to ensure the safety of the band member in question, and any other person who may be at risk.

The Band Safeguarding Coordinators will refer the allegation to Social Care, who may involve the police.

The parents or carers of the young person will be contacted as soon as possible following advice from the social services department.

The BCB Committee will deal with any media enquiries.

## **Confidentiality**

Every effort should be made to ensure that confidentiality is maintained for all concerned.

Information should be handled and disseminated on a need to know basis only. This includes the following people:

- The Event Organisers, if appropriate.
- The parents of the person who is alleged to have been abused if the person is under 18
- The person making the allegation.
- Social Care/police.

Seek Social Care advice on who should approach the alleged abuser (or parents if the alleged abuser is a young person), especially if, by making such approaches, the young person may be put at risk of further abuse or harm. Information should be stored in a secure place with limited access to designated people, in line with data protection laws.

## **Information to be given to Social Care, or the police, about suspected abuse**

To ensure that this information is as helpful as possible, a detailed record should always be made at the time of the disclosure/concern, in the person's words as much as possible.

## **Legal framework**

This policy has been drawn up on the basis of law and guidance that seeks to protect children and vulnerable adults.

These are:

- Children Act 1989
- United Convention of the Rights of the Child 1991
- GDPR 2018
- Sexual Offences Act 2003
- Children act 2004
- Protection of Freedoms Act 2012
- Relevant government guidance on safeguarding children

All sections in these procedures also apply to vulnerable persons.

A vulnerable person is one who is, or may be, in need of community services due to age, illness or a mental or physical disability who is, or may be, unable to take care of himself/herself, or unable to protect himself/herself against significant harm or exploitation.

In all cases the details of any concerns should be accurately recorded on an Incident Recording Form.

## **External Contacts**

Cumbria Safeguarding Hub (Children) on: 0333 2401727

Adult Social Care (Carlisle) on: 0300 303 3249

Cumbria Police on: 101 or 999

NSPCC Helpline on: 0808 800 5000

Childline on: 0800 1111

## **Safeguarding Coordinator's for the Band**

The Safeguarding Coordinators for the band are:

Giles Wilson  
Natalie Wilkinson  
Hannah Gawthorpe

Contact details for the Safeguarding Coordinators can be found on Muzodo.

All details correct as of September 2021.