

## Safeguarding Policy

### 1. Background

In the Children Act 1989 a child is defined as a person under the age of 18 years old. The statutory government guidance on child protection is set out in a document “Working Together to Safeguard Children” published by the DfE in 2015 and updated March 2017. In this document it is recognized that cultural and leisure services provide and enable a wide range of facilities and services for children. By the nature of these activities, leisure staff, volunteers and others are in various degrees of contact with children. Consequently there should be in place procedures which are linked with Local Safeguarding Children’s Board (LSCB) (previously Area Child Committee (ACPC), procedures detailing referral and other responses to information that may arise concerning children protection concerns, and the requirements for staff training for those working with children.

The prime responsibility in the field of child protection lies with the police and Children’s Services. The Children Act 1989 places a duty on local authorities to take steps to protect children in appropriate circumstances and gives powers to the police so they can take action to protect children.

This Policy applies to all:

- staff,
- Trustees (being a Trustee of the Stockport Youth Orchestra (SYO) as defined in the Constitution adopted by the SYO on 7<sup>th</sup> November 2008)(Trustees),
- Members (being a member of the SYO as defined in the Constitution adopted by the SYO on 7<sup>th</sup> November 2008) (Members) of the SYO,
- children associated with the SYO.

### 2. Policy principles

The SYO accepts its responsibility for ensuring the safety of all children and young people in its care. It is understood and acknowledged that abuse can involve one or more of the following:

- physical abuse;
- emotional abuse;
- sexual abuse;
- neglect.
- bullying



The SYO will:

- raise awareness of child protection issues within the SYO and ensure that everyone follows appropriate procedures should abuse be suspected;
- ensure that safer recruitment procedures are followed when recruiting and selecting volunteers.

### **3 Aims**

The SYO aims to:

- ensure we practice safe recruitment in checking the suitability of people to work with children;
- raise awareness of child protection issues;
- have appropriate procedures for identifying and reporting cases, or suspected cases, of abuse;
- establish a safe environment in which children can learn, develop, feel secure, are encouraged to talk and are listened to;
- ensure children know that there are adults available whom they can approach if they are worried.

### **4 Guidelines**

The SYO will follow the procedures set out by the Local Safeguarding Children's Board and take account of guidance issued to:

- ensure we have a dedicated/nominated person for child protection who has received appropriate training and support for this role. Such person shall be the Chairman of the Trustees of the SYO from time to time.
- Ensure that Trustees, Members, staff and the children know the name of the person responsible for child protection and their role.
- Develop effective links with relevant agencies and co-operate as required with their enquiries regarding child protection matters.
- Ensure we practice safe recruitment and accept responsibility, as a group, to check that all adults with substantial access to children have been appropriately vetted. This means that, at least, the music staff (Music Director, conductors and music tutors) and SYO Trustees undergo, as a minimum, the Disclosure and Barring Service (DBS) check. Records of DBS checks will be kept securely. All relevant people will be interviewed and we will note all previous experience they have in working with children.
- Hold a register of every child involved with the SYO and ensure that all records are kept securely.



- Share concerns of suspected abuse with the nominated person with child protection responsibilities who may then make a referral to Children's Services. If the situation is clearly an urgent case we will contact Children's Services or Police immediately.
- In the event that any allegation is made against a member of staff, or a child, or any suspicion of abuse arises in any other way and which falls within the context of this policy it is acknowledged that it is important that all concerns are accurately communicated in accordance with the procedures set out below:
  1. Immediately upon receipt of any allegation or arousal of suspicions that abuse within the context of this policy is taking or has taken place, whether or not by or on behalf of any person involved in the SYO the person, what has been seen, heard or is known accurately at the time the event occurs should be communicated to the nominated Child Protection Officer;
  2. The Child Protection Officer should make a detailed record of the allegation or facts leading to the arousal of suspicions in a book maintained by the SYO for that purpose;
  3. Any allegation will be reported to the Local Authority Designated Officer (LADO) at the Local Safeguarding Children's Board on 0161 474 5657
  4. The Child Protection Officer shall decide whether or not to report the suspicions or allegations to Children's Services or the Police, and shall make a record of that decision and the reasons for it. The number for Children's Services is 0161 217 6028 (daytime) or 0161 718 2118 (out of hours). The number for the police is 101 (non emergency) 999 (emergency).
  5. Under no circumstances whatsoever shall any person, including the Child Protection Officer, seek to investigate any allegations or suspicions in any way.
  6. The SYO acknowledges that these matters are extremely complex and sensitive and as such recognises that:
    - everyone concerned should be treated with respect;
    - some issues are confidential and a child's right to personal privacy should be respected if at all possible. It is however acknowledged that the overall wellbeing of the child in the light of the allegation or suspicion is paramount;
    - someone else might misinterpret our actions even if they are well intentioned;
    - children should be encouraged to respect and care for each other;
    - we may need to take action to stop any inappropriate verbal or physical behaviour.
  7. The SYO further acknowledges the advice given within the sample Child Protection Policy given us by the Community Foundation for Greater Manchester, that in the event of any Adult involved with SYO - paid or unpaid - having concerns and wondering who to turn to for advice, or worried about sharing concerns with a senior colleague, should directly contact:



- Children's Services 0161 217 6028 (daytime) or 0161 718 2118 (out of hours);
- The NSPCC on 0808 800 5000; or
- Childline on 0800 1111

## 5 Responsibilities

It is not the responsibility of the SYO to investigate or in any way actively check for signs of abuse. We acknowledge only the duty to act in accordance with this Policy if an allegation is made or suspicion aroused in any event.

## 6 Training

Training will be provided to persons as appropriate to ensure that they are aware of the matters set out in this Policy and in particular the nature of the matters considered to be abuse the procedures to be followed in the event of suspicion and/or allegation of the same.

## 7 Approval, review and document control

This Child Protection Policy will be reviewed on a regular basis by the Trustees. The review will be carried out in accordance with legislative developments and the need for good practice. As part of the review the Trustees will where necessary seek the advice of the LSCB (Local Safeguarding Children's Board) and local authority children's services department.

*'NB. To have valid insurance protection against claims concerning child safety, Royal Sun Alliance Insurance requires SYO Trustees to adhere to the following four points:'*

- 1. Two written references to be obtained detailing any previous work carried out by persons involved with children or vulnerable adults*
- 2. A formal interview to be conducted to assess the commitment of such persons mentioned in 1 above to maintaining the safety and well-being of children and vulnerable adults*
- 3. Undertaking a disclosure check of such persons mentioned in 1 above with the Disclosure and Barring Service (England, Northern Ireland and Wales) or if in Scotland ensure that they are a member of the Protecting Vulnerable Groups scheme*
- 4. Having and adhering to a written abuse policy incorporating roles responsibilities and procedures which includes appropriate risk assessments being undertaken and guidelines to be followed'*





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No changes to this Policy shall be made without the approval of the Trustees at a duly convened general meeting.

Approved by the Trustees of the Stockport Youth Orchestra on 23.01.2009

Reviewed and approved 13.6.2014

Reviewed and Approved 31.05.2018



Stockport Youth Orchestra Patrons' Society is a  
Registered Charity, registration number 1006205