

Safeguarding Policy

1. Introduction and purpose

- 1.1 This Safeguarding policy applies to the Musical Director, all chorus members (including trustees), volunteers and all others invited to perform or work with the chorus.
- 1.2 Lace City Chorus is an all-female barbershop chorus based in Nottinghamshire. We endorse that all children, without exception, have the right to protection from harm, whether the harm is caused by accident, deliberate abuse, neglect, bullying, discrimination or prejudice, and regardless of gender, ethnicity, disability, sexuality or belief.
- 1.3 The law requires any organisation involving children, young people or vulnerable adults to take all reasonable measures to ensure that the risks of harm to vulnerable adults' and children's welfare are minimised, and where there are concerns, to share them with other local agencies.
- 1.4 In this context, we define children and at-risk adults as follows:

2. Children and young people - anyone up to the age of 18

At risk adult - as defined in the Care Act 2014, as someone over 18 years old who has care and support needs, is experiencing or at risk of abuse or neglect as a result of their care and support needs, or is unable to protect themselves against the abuse or neglect or the risk of it.

- 2.1 This policy has been drawn up on the basis of law and guidance that seek to protect children, including the Children Act 1989 and 2004, with guidance published in Working Together to Safeguard Children (2018).
- 2.2 The purpose of this policy is:
 - To ensure that all children and vulnerable adults are protected within our chorus.
 - To provide all members of the chorus with the overarching principles that guide our approach to safeguarding.
 - To provide all members of the chorus with clear guidelines to follow should they identify any potential safeguarding concern.
- 2.3 This policy does not exempt any adult from their individual responsibility to report any safeguarding concerns to the local statutory authority.

3. Practice Guidance

- 3.1 Lace City Chorus encourages the involvement and/or presence of parents/guardians. Parents/guardians and children will be informed of this policy upon joining the chorus.
- 3.2 Written parental/guardian consent will be obtained when a child/young person joins the chorus, to include photo/video release consent.

- 3.3 Parents/ guardians will also be required to complete an Emergency Contact form, that lists information of the child/young person's disabilities (if choosing to disclose), allergies, medical needs, and any other pertinent information, including emergency contact details of the parent/guardian and general practitioner (GP) This information will be collected on the same form as 2.2 above.
- 3.4 If staying overnight within the UK or abroad with the chorus, a parent or named 'responsible adult' must accompany a child under the age of 16 and be identified and a consent obtained on the form as per 3.2.
- 3.5 A person that has undergone the relevant criminal checks – Disclosure & Barring Service (formerly known as CRB checks) for England and Wales, Basic Disclosure for Scotland – must be present during any event or rehearsal where children or young people are present. Anyone with **Unsupervised access** to children and young people should have an enhanced DBS.

Those identified in section 4 should receive some basic safeguarding training if they haven't already (be able to recognise and respond).

This is a link to the Nottingham CVS training page. There is a small charge

<https://www.nottinghamcvs.co.uk/support-for-groups/training-courses#safeguarding>

- 3.6 During any rehearsal or event, the Director of that rehearsal or event will act as a point of contact for any member, but particularly children, young people and vulnerable adults, to go to in case of an emergency.

4. Safeguarding procedures

- 4.1 If you see a situation or behaviour that is a cause for concern, please contact one of the designated Safeguarding Leads, Team Coordinator or any other member of the Board of Trustees.
- 4.2 You will be assisted and supported to contact the appropriate local authority, or the Police, with your concerns, if this is appropriate. If a safeguarding referral is not appropriate, the concern may be referred to the Board of Trustees, for discussion and action as appropriate.
- 4.3 Details of the concern(s) and any actions taken will be recorded within a password protected document, accessible only by the Safeguarding Leads and Team Coordinator.
- 4.4 If you identify an immediate risk of safety to a young person or adult, you should call the emergency services and inform the Safeguarding Leads and/or Team Coordinator of your actions.
- 4.5 All concerns and allegations of harm or abuse will be taken seriously and responded to appropriately. This may require a formal referral to the Local Authority children's services team, the LADO (in the case of allegations about staff) and, in emergencies, the Police.

5. Key contacts

- Need to think about the best approach to appointing/identifying safeguarding leads. Is a hierarchy appropriate/useful?
- Need to ensure they have access to and complete a safeguarding awareness course (and repeat this – yearly/biannually?)

Safeguarding Leads

Sara Grant
07799 833512
saragrants900@gmail.com

Lynn Woods
0777 2040416
lynnmatt.woods@btinternet.com

Team Coordinator:

Deborah Pollard
07939 237089
debpollard666@gmail.com

NOTTS COUNTY

MASH (Multi Agency Safeguarding Hub): 0300 500 80 90

Emergency Duty Team (Out of Hours
for Nottinghamshire) 0300 456 45 46

NOTTINGHAM CITY

MASH (children) 0115 8764800

Adults ACCESS team 0300 1310 300 option 2 (8.30 am -5pm)

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