



Safeguarding Policy

Reviewed and amended July 2018

Lace City Chorus is an all-female barbershop chorus based in Nottinghamshire. We are committed to safeguarding the health and well-being of children and vulnerable adults within our chorus. This policy applies to all members of the chorus including the director, board of trustees, voluntary and sessional workers.

The policy has been drawn up on the basis of law and guidance that seek to protect children such as *Children Act 1989* and *Children Act 2004*.

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 when concerned about safeguarding.

This policy does not exempt any adult from their individual responsibility to report any safeguarding concerns to the local statutory authority.

Lace City Chorus 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 - regardless of gender, ethnicity, disability, sexuality or belief. No individual or group of children or vulnerable adults must be treated any less favourably than others in being able to access services to meet their particular needs.

Practice Guidance...

- Lace City Chorus encourages the involvement and/or presence of parents.
- Parents and children will be informed of this policy upon joining the chorus.
- Written parental consent will be gained when a child joins the chorus, to include photo/video release consent.
- Lace City Chorus will obtain any relevant medical information and emergency contact details upon the child or vulnerable adult joining the chorus.
- 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 via a separate consent form.

Safeguarding procedures...

- Report any safeguarding concerns to one of the designated Safeguarding Leads. If the Safeguarding Leads are unavailable please contact The Team Coordinator or any member of the Board of Trustees.
- The Safeguarding Leads will assist and support you to contact the appropriate local authority with your concerns if this is appropriate.
- The concern may be discussed with the Board of Trustees to agree an appropriate course of action, if a safeguarding referral is not appropriate.
- The Safeguarding Leads will keep a record of any concerns and actions taken electronically within a password protected document. The only people who will have access to this are the Safeguarding Leads and the Team Coordinator.
- **If there is an immediate risk of safety to a young person or adult, then the emergency services must be called, and the Safeguarding Leads informed afterwards.**

All concerns and allegations of abuse will be taken seriously by the Safeguarding Leads 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.

Key Contacts...

Senior Safeguarding Lead:	Lucy Ball 07976 524707 lucyrose_82@hotmail.com
Safeguarding Lead:	Bev Ford 07803 591221 bev@halsbury.com
Management Team Coordinator:	Alyson Chaney 07875 730183 alysonchaney@yahoo.co.uk
MASH (Multi Agency Safeguarding Hub)	0300 500 80 90
Emergency Duty Team (Out of Hours for Nottinghamshire)	0300 456 45 46.

We are committed to reviewing our policy and practice annually. This policy was reviewed and amended by Lucy Ball and approved by the Board of Trustees.

Signed by Lucy Ball (Trustee and Safeguarding Lead) _____
Date: 30/07/2018

Signed by Alyson Chaney (Team Coordinator) _____
Date: