



Reading Spring Gardens Brass Band

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SAFEGUARDING & CHILD PROTECTION POLICY

Reading Spring Gardens Brass Band, hereinafter referred to as "the band" is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. The band expects all members and participants in its activities to share in this commitment and to adhere to the provisions of this policy. The band will not compromise on issues of safeguarding and child protection. Refusal or non-compliance with this policy will not be tolerated and may result in exclusion from the band and, in extreme cases, the Police being contacted.

POLICY

This policy applies to all members of the band and participants in its activities.

The purpose of this policy is to:

- provide protection for children and young people aged under 18 years of age and vulnerable adults (together "Child" or "Children") who participate in, play with or support the band in its activities;
- ensure that the band provides a safe and welcoming environment to all;
- provide guidance on procedures for the band to follow should a concern arise as to a Child's welfare and to ensure that its actions and / or the behaviour of its members and participants follows best practice in terms of the welfare of Children.

The band believes that it is always unacceptable for a Child to experience abuse of any kind; and recognises that:

- the welfare of Children participating in, playing with or supporting the band's activities is paramount;
- all such Children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have the right to equal protection from all types of harm, abuse or prejudice;
- on occasion, it may become necessary to work in partnership with child protection agencies to ensure that the purposes of this policy are achieved.

CODE OF CONDUCT

This code of conduct sets out the standards required by the band as a condition of membership and participation.

The band expects all members and participants to:

- recognise and accept their responsibilities under this policy;
- value Children, listen to and respect them;
- take reasonable steps to develop their own awareness of issues which can cause harm to children, young people and vulnerable adults and give rise to an allegation of abuse.

The following recommendations are adapted from the ABRSM's Code of Practice:

- one-to-one tuition should be as open as possible, spending no more time alone with Children than is necessary to conduct the lesson;
- physical contact with Children should be avoided;
- it is not good practice to take a Child alone on car journey, however short;
- never make suggestive or inappropriate remarks to, about or in the presence of a Child, even in fun, as this could be misinterpreted;
- share any useful information about child protection, safeguarding and good practice with the Trustees of the band;
- if requested by the Safeguarding Officer, complete the necessary steps to acquire a Disclosure and Barring Service (DBS) certificate (the fee charged by the DBS for the certificate only will be incurred by the band on receipt of an expense claim submitted to the Safeguarding Officer);
- report any concerns as to a Child's welfare in accordance with the Reporting Procedure below.

REPORTING PROCEDURES

All suspicions and allegations of abuse should be taken seriously and responded to swiftly and appropriately.

A Child should never be deterred from making a "disclosure" of abuse through fear of not being believed. Therefore, if a Child makes an allegation of abuse to a member or participant, he / she should listen to and reassure the Child, taking care not to question what is being said. Furthermore, the member / participant should never promise to keep the information a secret but can explain that it will only be told to those that "need to know" in order to help and that the matter will not become common knowledge.

Where a member or participant becomes aware of a concern as to a Child's welfare (whether by disclosure or otherwise) it is important that an accurate record be made as soon as

possible, noting what was said or seen or alleged and giving the time, date and location and the action taken. Any such record must be signed and dated by the reporting member / participant and logged with the Safeguarding Officer; or in his / her absence (or if the allegation is made about him/her), to a Trustee of the band.

Any such report will be referred to the social services department of the relevant local authority (or if urgent and made out-of-hours, to the police). Any further disclosure about the cause for concern / allegation should only be made in the manner and to the extent advised by social services and / or the police and unless or until advised otherwise, will be kept confidential.

REVIEW, CHANGES AND UPDATES

This policy is reviewed annually by the Safeguarding Officer. A report of any changes and updates to this policy will be notified by the Safeguarding Officer at an Annual General Meeting (and more regularly, if necessary).

This policy will be made available to all members and participants, including parents and guardians, through the band's website (www.readingband.com and / or www.watkinsbrass.com) and promoted through other appropriate communication channels where necessary. Paper copies of this policy will be made available on request.

The **Safeguarding Officer** (including Child Protection) is Rebecca Devaney who can be contacted by:

Telephone:

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Mobile:

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DOCUMENT HISTORY

Version No.	Effective Date	Edited by	Details of Changes
1.0	14 Jun 2018	MAR / RD	First Version
1.1	16 Jan 2019	MAR / RD	Reviewed and amended
1.1	15 Jan 2019	MAR / RD	Reviewed and approved
1.1	15 Jan 2020	MAR / RD	Reviewed and approved