

Safeguarding (Child Protection) Policy for Organisations in the Voluntary Sector

This document is the Child Protection Policy for **Sale Brass Band** (hereinafter 'organisation'), which will be followed by all members of the organisation, and followed and promoted by those in the position of leadership within the organisation.

The organisation undertakes activities with children in the absence of their parents/carers, and also has the opportunity to observe the young persons/children's welfare within their family setting.

We know that being a young person makes them vulnerable to abuse by adults. The purpose of this policy is to make sure that the actions of any adult in the context of the work carried out by the organisation are transparent and safeguard and promote the welfare of all young people.

If any parent or young person/child has any concerns about the conduct of any member of the organisation, this should be raised in the first instance with Mrs Lesley Reynolds (Designated Child Protection Contact). Tel 01260 252780, mobile 07774 142802, or email lesleyreynolds@tiscali.co.uk
Address: Ridgehill Foot, Judy Lane, Sutton, Macclesfield SK11 0LT

Principles upon which the Child Protection Policy is based.

- The welfare of a child or young person will always be paramount.
- The welfare of families will be promoted.
- The rights, wishes and feelings of children, young people and their families will be respected and listened to.
- Those people in positions of responsibility within the organisation will work in accordance with the interests of children and young people and follow the policy outlined below.
- Those people in positions of responsibility within the organisation will ensure that the same opportunities are available to everyone and that all differences between individuals will be treated with respect.

Sale Brass Band fully recognises its responsibilities for Child Protection. Our policy applies to all staff (if any), members and volunteers (hereinafter all referred to as 'members') working with the organisation.

The Officers of the organisation (hereinafter: 'committee') are responsible for ensuring that this policy is implemented. There are four main elements to our policy:

1. We have an environment where children feel secure, are encouraged to talk, and are listened to.

- i. We ensure that children know that there are adults in the organization whom they can approach if they have concerns.
- ii. We ensure that members (and their parents if members are minors) have an understanding of the responsibility placed on the organisation for child protection by setting out its obligations in this policy

2. We raise awareness of child protection issues amongst members

- i. We ensure that every member knows the name of the Designated Child Protection Contact (hereinafter: DCPC) and their role.
- ii. Every member (and parents of non-adult members) is entitled to a copy of this policy which will be available to them on the organisation's web site. Paper copies will be supplied to members and parents on request.

3. We practice safe recruitment in checking the suitability of members who work with children

- i. We recognise the potential danger of recruiting new members without knowing their background
- ii. We recognise the possible requirement for DBS certificates (Disclosure and Barring Service) and other relevant checks with regard to staff and volunteers. However we also adhere to the guidelines of the National Council for Voluntary Organisations, which include the following statements:
“The decision to conduct a DBS check should always be made carefully and only where there is a strong and demonstrably compelling case for doing so. The temptation for organisations to check ‘just in case’ should always be resisted. There is anecdotal evidence that some organisations carry out DBS checks on all their volunteers without properly evaluating risk and where there is no entitlement or reason to do so. Not only can this discourage people from volunteering, it is also illegal. Conversely, there is a risk some organisations will avoid recruiting volunteers altogether through fear of making an incorrect checking decision. The Institute for Volunteering Research provides a Risk toolkit ‘How to take care of risk in volunteering. A guide for organisations’ that explains the risks associated with volunteers and how to manage them. This stresses that ‘risk’ is not inherently bad and that risk-taking is an integral part of volunteering.”

4. We develop and then implement procedures for identifying and reporting cases, or suspected cases, of abuse

- i. We recognise that as they work with children, adult members are well placed to notice the outward signs of abuse.
- ii. We have a DCPC who has received appropriate training and support for this role
- iii. We ensure that all adult members understand their responsibilities in being alert to the signs of abuse and responsibility for referring any concerns to the DCPC.
- iv. The DCPC is to maintain effective links with relevant agencies and co-operate as appropriate with their enquiries regarding child protection matters.
- v. We may keep written records of concerns about children, even where there is no need to refer the matter immediately. Any such records are kept securely, separate from the main membership files, in a locked location.
- vi. We will develop and then follow procedures where an allegation is made against a member.

Procedure in the case of a disclosure

- i. In non-emergency cases we would contact the appropriate Social Care office.
- ii. If a child is in immediate danger we would contact the Police.

Signed on behalf of the Organisation

APPENDIX 1

Guidelines for Designated Child Protection Contacts

The responsibilities of a Designated Child Protection Contact are:

- To ensure that the organisation's Child Protection Policy and Procedures are followed.
- To undertake training in the recognition and investigation of child abuse.
- To develop knowledge of the procedures involved in reporting abuse.
- To make this knowledge available to all staff, volunteers, parents, carers and children as appropriate.
- To manage the process of referring cases or suspected cases of abuse to Social Services by:
 - i. Ensuring all staff, volunteers, parents, carers and children know who is the DCPC.
 - ii. Ensuring that all staff, volunteers, parents, carers and children know that concerns about abuse or possible abuse must be brought to the DCPC or in his/her absence, the most senior member of the Committee.
 - iii. Deciding, after discussion with the relevant parties, whether the case should be referred or not, or if further clarification should be sought from the parents/carers at any point.
 - iv. Ensuring decisions and facts are recorded using a Record of Concern.
 - v. Reporting the case to Social Services, confirming the referral in writing under confidential cover.
- To ensure staff and volunteers undergo basic Child Protection awareness training if appropriate.
- To be a contact point for external agencies needing to contact the organisation about child protection matters.
- To ensure that written records are stored securely with access available to designated people only.
- To ensure that recruitment procedures are followed and DBS certificates are obtained for all new staff and volunteers where appropriate.
- To identify the need for support that any employee or volunteer may have when involved in an abuse case and to liaise with necessary parties to establish how this support can be offered.

APPENDIX 2

Record of Concern

Name of Child:

Age:

Child's Address:

Name of Parent/Carer:

Telephone no:

Is the person making this report expressing his/her own concerns or passing on those of someone else?

What is said to have happened or what was seen?

When and where did it occur?

Has the child been spoken to? If so, what was said?

Who else, if anyone, was involved and how?

What was said by those involved?

Were there any obvious signs, e.g. bruising, bleeding, changed behaviour?

Has anybody been alleged to be the abuser?

Have the child's parents been contacted?

Who else has been told about it and when?

Signed..... Date.....

Print Name

APPENDIX 3

Recognition of Abuse or Neglect

Abuse or neglect of a child is caused by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting: by those known to them or more rarely by a stranger.

Physical Abuse

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer feigns the symptoms, of, or deliberately causes ill health to a child whom they are looking after. This situation is commonly described using terms such as, fabricated illness by proxy or Munchausen Syndrome by proxy.

Emotional Abuse

Emotional abuse is the persistent emotional ill treatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only in so far as they meet the needs of another person. It may feature age or developmentally inappropriate expectations being imposed on children. It may involve causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of ill treatment of a child though it may occur alone.

Sexual Abuse

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative (eg rape or buggery) or non-penetrative acts. This may include non-penetrative acts. They may include non-contact activities, such as involving children in looking at, or in the production of, pornographic material, or watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

Neglect

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. It may involve a parent or carer failing to provide adequate food, shelter and clothing, failing to protect a child from physical harm or danger, or the failure to ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

Individuals within the organisation need to be alert to the potential abuse of children both within their families and also from other sources including abuse by members of that organisation.