

## **Bay Community Singers Safeguarding Policy**

“Choir” means Bay Community Singers;

“Committee” means the Committee of the Choir, which manages the Choir in accordance with its constitution;

“Designated Members” means Choir members (in addition to the Safeguarding Officer) who have been appointed to support the Safeguarding Officer in implementing this policy;

“Safeguarding Officer” means the Choir member responsible for managing this policy;

“DBS Check” means the check required by statute (and, as the case may be, by the Choir’s insurers) for persons working with Vulnerable People;

“Vulnerable People” are children up to and including the age of 15 years, young people aged 16 or 17 and adults aged 18 and over who may be at risk as defined by the Safeguarding Vulnerable Groups Act 2006

### **General**

This policy applies to all those taking part in choir activities, including choir members, freelance staff and volunteers.

The Choir recognises the importance of protecting Vulnerable People. The Choir will therefore ensure that the necessary steps are taken to protect from harm those Vulnerable People who sing with the Choir, and those who attend events organised by the Choir, and also protect all Choir members and volunteers from the risk of false allegations of abuse or poor practice.

All persons participating in the Choir’s activities are entitled to do so in an enjoyable and safe environment. These principles apply to all participants, but Vulnerable People in particular are entitled to a higher duty of care and to be protected from poor practice and abuse. Everyone involved in the Choir has a role to play in safeguarding the welfare of Vulnerable People, and preventing their abuse. Anyone having regular contact with Vulnerable People is well-placed to identify cases where such a person needs protection. All Choir members must be aware of the identity of the Safeguarding Officer, with whom any concerns are to be discussed.

### **The Choir recognises that:**

- • The welfare of Vulnerable People is paramount;
- • Vulnerable People, whatever their age, culture, disability, gender identity, language, racial origin, religious belief and /or sexual orientation, are entitled to participate in the Choir's activities in an enjoyable and safe environment;
- • The Choir must work in partnership with Vulnerable People, their parents, guardians, carers and other agencies, as the case may be, in promoting the welfare of Vulnerable People who are members of the Choir;
- • Swift and appropriate action must be taken with regard to all suspicions and allegations of poor practice or abuse.

### **The Choir will seek to keep Vulnerable People safe by:**

- • Valuing them, listening to and respecting them;
- • Always acting so as to promote good safeguarding practice;
- • Sharing information about good practice with Vulnerable People and Choir members;
- • Sharing concerns with relevant agencies, and involving Vulnerable People and parents as is appropriate;
- • In the case of children and young people, gaining the consent of parents, or guardians, or carers in writing to act in loco parentis in administering emergency first aid or other medical treatment when the need arises;
- • Conducting and acting upon risk assessments as may be appropriate for the circumstances to which they relate.

### **Safeguarding Officer and Designated Members:**

The Safeguarding Officer and the Designated Members will each be subject to the DBS Check and will undertake an accredited training course appropriate to their roles. There must always be at least three Designated Members, each of whom will be subject to a selection process involving references and

interview. The Safeguarding Officer will be responsible for organising appropriate training to all Designated Members, and also for briefings for all Choir members to ensure that all understand their responsibilities under this policy.

Names of the Safeguarding Officer and the Designated Members will be available on the Choir website and on relevant choir documentation. Information for new members will include reference to this Policy and related Procedure documents.

Those currently responsible for safeguarding are:

**Sue Harrison**, Safeguarding Officer. **Committee member**  
**Jane Thedham**, Designated Member, **Musical Director**  
**Sue Evans**, Designated Member, **Committee member**

### **The Committee and Policy Review**

This policy is created by the Committee, which will: ensure that the DBS Checks and other selection processes are undertaken;

- • be responsible for appointing the Safeguarding Officer and the Designated Members;
- • review this policy annually, or sooner if there are relevant changes in legislation; and
- • ensure that appropriate procedures to implement this policy are adopted and communicated effectively.

Date of approval by the Committee 29th August 2024.