

SHEFFIELD YOUTH ORCHESTRA



CHILD PROTECTION & SAFEGUARDING POLICY

Chair Person: Erica Paton	Signed:
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Registered Charity No. 501699

Child Protection & Safeguarding Policy

SYO's policy for the protection of children and vulnerable adults.

1. Context and Mission

SYO's mission is to provide a service to young people. SYO comprises of a number of playing members between the ages of 10 and 19, young adults and adults. SYO also has a Council made up of playing members and non playing adult members. SYO acknowledges the duty of care to safeguard and promote the welfare of children and vulnerable adults and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice requirements.

2. Policy Remit

2.1 The purpose of this policy is to set out SYO's position on the protection of children and vulnerable adults. For the purpose of this policy, anyone under 16 years of age will be considered a child. The principles contained in this policy will also be applied to vulnerable adults.

2.2 SYO wishes to ensure that all children and others who may be vulnerable, whether because of their age, disability, gender, racial or ethnic origin, religious belief and sexual identity, are safe from harm while taking part in any SYO activity organised by SYO.

2.3 The welfare of the child is of paramount importance. We believe that every child, regardless of age, disability, gender, racial or ethnic origin, religious belief and sexual identity, has the right to be protected from abuse and harm at all times and in all situations. As such, SYO is committed to providing a safe environment for everyone when taking part in any activity organised by SYO.

2.4 Child protection is the responsibility of every adult who has involvement with children. It is the duty of all staff and volunteers working on behalf of SYO to prevent the physical, sexual or emotional abuse of all children with whom they come into contact through the course of their involvement.

2.5. Adults working with children must also be provided with safeguards and made aware of best practice so they can be protected from wrongful allegations. The Appendix of this policy contains guidelines, which will be adhered to when working with children.

2.6 This policy applies to all employees, trustees and volunteers of SYO.

3. Policy Objectives

3.1 Awareness and prevention

3.1.1 Employees, trustees and volunteers working on behalf of SYO recognise that there are four main types of abuse suffered by children. These are physical abuse, sexual abuse, emotional abuse and neglect.

3.1.2 All SYO employees, trustees and volunteers, have been made aware of SYO's child protection policy and guidelines for working with children.

3.1.3 Through awareness and good practice, SYO employees, trustees and volunteers can minimise

the risk of abuse to children and also protect themselves against false allegations of abuse.

3.2 Recruitment

3.2.1 SYO employees, trustees and volunteers will be carefully selected, trained and monitored to ensure that children with whom they may come into contact are protected.

3.2.2 It is recognised that abuse is facilitated when an abuser can find an opportunity to be alone with a child or other vulnerable person. The risk that abuse may occur increases where an abuser can maintain regular contact in order to build a relationship with the child or other vulnerable person.

3.2.3 Only SYO staff or volunteers with the opportunity for unsupervised access to children and vulnerable adults would need to undergo DBS checks.

3.3 Reporting

3.3.1 SYO seeks to develop a culture within which staff and volunteers feel able to point out inappropriate attitudes, behaviours and situations to any member of staff or the Safeguarding Officer.

3.3.2 Any volunteer or member of staff who suspects that abuse or inappropriate behaviour may have taken place, or who has had a disclosure made to them by a child, will report it to the Safeguarding Officer in the first instance. Further details of the procedure to be followed is set out in the Appendix of this document.

3.3.3 All suspicions and allegations of abuse will be taken seriously and responded to swiftly, appropriately and in accordance with the procedure outlined in the Appendix of this document.

3.3.4 Anyone found to be in breach of the provisions of this policy and its appendices will be subject to disciplinary procedures.

3.4 Risk Assessment

3.4.1 It will, however, be made clear that the onus is upon the SYO to carry out their own risk assessment on external visits/residential trips/etc, to highlight any potential areas of risk and devise strategies to manage such risks. This will normally be compiled during a preliminary visit with guidance available, if required, or from any external authorities if required.

4. Recruitment and training of staff and volunteers

SYO recognises that anyone may have the potential to abuse children, young people and vulnerable adults in some way. All reasonable steps will be taken to ensure that unsuitable people are prevented from working with children, young people and vulnerable adults.

4.1 Interview and Induction

4.1.1 All employees (and volunteers) are required to apply formally and to undergo an interview carried out to acceptable protocol and recommendations. All employees, trustees and volunteers

receive formal or informal induction, during which:

A check is made that the application form has been completed in full (including sections on criminal records and self-disclosures).

Qualifications are substantiated.

The job requirements and responsibilities are clarified.

SYO child protection procedures are explained and training needs are identified.

4.2 Training

4.2.1 In addition to pre-selection checks, the safeguarding process includes training after recruitment to help staff and volunteers to:

Analyse their own practice against established good practice, and to ensure their practice is likely to protect them from false allegations.

Recognise their responsibilities and report any concerns about suspected poor practice or possible abuse.

Respond to concerns expressed by a child or other vulnerable person.

Work safely and effectively with children and other vulnerable persons.

4.3 Enhanced Disclosure

4.3.1 If any substantial contact with any vulnerable group/person is undertaken, pre-selection checks will include the following:

All volunteers/staff complete an application form. The application form elicits information about an applicant's past and a self-disclosure about any criminal record. Consent is obtained from an applicant for discovery of information from the Disclosure and Barring Service.

Two confidential references, including one regarding previous work with children and/or other vulnerable persons. These references are taken up and confirmed through telephone contact.

Evidence of identity (passport or driving licence with photo), is checked.

5. Policy Review Basis

This policy will be reviewed a year after development and then every three years, or in the following circumstances:

- changes in legislation and/or government guidance.
- as required by local Safeguarding Board (Sheffield)
- as a result of any other change or event