

Harrow Young Musicians Safeguarding Children Policy Statement

Safeguarding children is the responsibility of everyone

Statement of commitment

We are aware that many children and young people are victims of different kinds of abuse. This includes children who live or access activities in Harrow. We are also aware that many families in Harrow experience hardship and various difficulties and they need support in order to provide adequate care for their children.

At Harrow Young Musicians we aim to create an environment that is safe and we are committed to doing everything in our power to protect children, promote their welfare and support their families.

Purpose of this policy

The purpose of this policy is to:

- Effectively safeguard children and promote their rights and welfare
- Provide all staff/contractor and volunteers with clear rules to follow
- Make all staff/contractor and volunteers aware of what is expected of them in terms of their approach, behaviour and actions
- Provide evidence to Harrow Young Musicians' users, parents and carers, the local community, partner organisations, the Local Authority and funding and commissioning bodies that Harrow Young Musicians is committed to safeguarding.

Scope of this policy

This policy applies to all Harrow Young Musicians staff/contractor and volunteers, including trustees, sessional workers, students on work placements and anyone working on behalf of Harrow Young Musicians.

Definitions

Safeguarding and promoting the welfare of children is the process of:

- Protecting children from maltreatment.
- Preventing impairment of children's health or development.
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care.
- Taking action to enable all children to have the best life chances.

Child Protection is the process of protecting individual children identified as either suffering, or at risk of suffering significant harm as a result of abuse or neglect.

Legislative framework

At Harrow Young Musicians we recognise our legal responsibility to safeguard children and promote their welfare. We will therefore act within the framework set by the Children Act

1989 and The Children Act 2004. We will also follow the Working Together to Safeguard Children 2015 guidance.

As our safeguarding procedures we adopt the Harrow Safeguarding Children Guidance ([The Green Book 2017](#)) copy of which is held in the office.

Underlying principles

At Harrow Young Musicians we will endeavour to safeguard children by:

- Following the Green Book guidance in our day-to-day work
- Listening to children and young people and respecting and valuing them at all times
- Challenging discrimination and promoting the right to equal protection regardless of race, ethnicity, culture, religion, faith, gender, sexual orientation, disability, social or immigration status or any other element of diversity
- Providing effective management to staff/contractor and volunteers through support, supervision and training.
- Recruiting staff/contractor and volunteers safely, ensuring that all necessary checks are made and safe recruitment good practice guidelines are followed
- Responding to both child protection and non-child protection concerns immediately
- In cases of doubt, questions or need for guidance, always seeking advice by calling the Harrow Golden Number (020 8901 2690), or, in cases involving staff/contractor/volunteers, the Local Authority Designated Officer (LADO) via the Golden Number
- Working in partnership with children, their parents and carers, members of the local community and local statutory and voluntary organisations
- Adhering to the attached Code of Behaviour for staff/contractor and volunteers at all times

Details of the Nominated Safeguarding Person and their Deputy

The Nominated Safeguarding Person for Harrow Young Musicians is

Name: Mrs. Mary Abbott

Job/role title: Director, Trustee and Safeguarding Officer

Contact tel.: 07739 807 144 Email: safeguarding@hym.org.uk

The Deputy Nominated Safeguarding Person for Harrow Young Musicians is

Name: Ms. Kay Warner

Job/role title: Conductor and Deputy Safeguarding Officer

Contact tel.: 01895 823 539 Email: safeguarding2@hym.org.uk

Review arrangements

Harrow Young Musicians will review this policy **annually**. In cases of relevant legal or local procedures changes, this policy will be reviewed accordingly.

Date First Adopted: 3 November 2016

Review Date: March 2018

Next Review Date: November 2018

Code of Behaviour for staff/contractor and volunteers

Staff/contractor and volunteers must not:

- Use any kind of physical punishment or chastisement such as smacking or hitting.
- Do not kiss or cuddle children, do not allow children to sit on your lap and do not give them presents.
- You should not invite a young person to your home or arrange to see them outside the set activity times.
- You should not engage in any sexual activity (this would include using sexualised language) with a young person you meet through your duties or start a personal relationship with them, this would be an abuse of trust.
- Do not add children/young people onto social networking sites e.g. Facebook, MySpace. Also be aware of your online profile and check your privacy settings.
- Do not investigate any concerns or reports. Instead, you should contact your Nominated Safeguarding Person or the Deputy immediately.
- Never let allegations, made by anyone, go unacknowledged, unresolved or not acted upon - Talk to your Nominated Safeguarding Person or Manager

Staff/contractor and volunteers should also follow these Good Practice Guidelines:

- Be careful about forming personal relationships with parents/carers. This could make it difficult to report allegations/suspicions of abuse. Remember your duty of care is to the child/young person.
- Physical contact should be open and initiated by the child's needs, e.g. for a hug when upset or help with toileting. Always prompt children to carry out personal care themselves and if they cannot manage ask if they would like help.
- Exercise caution about being alone with a child or young person. In situations where this may be needed (for example where a young person wants to speak in private) think about ways of making this seem less secret. For example by telling another worker or volunteer what you are doing and where you are or leaving a door open. Remember to record your conversation in the log.
- Remember you set an example to children and young people - dress appropriately, use appropriate language and show respect to your colleagues, parents/carers, children and young people at all times