

MUSIC IN THE MINSTER

Child Protection Policy

Music in the Minster believes it has a duty to safeguard the physical, emotional and sexual well being of all its participants and volunteers, whatever their age or status. It is the responsibility of all committee members, staff, freelance workers, service providers and volunteers to guard against any kind of abuse, particularly of those most vulnerable including children and young people.

It is the duty of all those who work with children and young people to prevent harm and abuse of every kind, and to report any abuse or harm discovered or suspected. **Music in the Minster** believes that children and young people have the right to be safe while taking part in music and theatre activities presented by the organisation.

All staff, volunteers and contractors will be made aware of their responsibilities to safeguard those children and young people with whom they are working.

Music in the Minster will:

Consider the safety and welfare of children and young people when planning and implementing projects.

Implement procedures to protect children and young people from abuse by any staff, freelance workers or volunteers running projects.

Make sure that people in contact with young participants in any activity set up by Music in the Minster are fully aware of the procedures in place to protect children and young people.

Provide guidelines which will protect staff, freelance workers and volunteers from being wrongly accused of abuse.

Follow clearly defined procedures to deal with any problems.

Use supervision as a means of protection - whereby workers are not left alone with children or young people, except in exceptional circumstances.

Follow, wherever possible:

- 1) guidelines issued by organisations specialising in the care and protection of young people and
- 2) current legislation.

Recruitment

When considering applicants, whether paid staff or volunteers, for jobs including work with children and young people, **Music in the Minster** will:

- Explore all such applicants' experience of working or contact with children and young people in an interview before appointment
- Expect applicants to show respect for children and young people
- Obtain a reference from a person who has experience of the applicant's work with children.
- Request evidence of a disclosure issued from the Criminal Records Bureau. Apply for a disclosure if required.
- Provide specific and clear descriptions of the work to be undertaken.

After appointment:

- Monitor and supervise the work undertaken by observation and through clear reporting structures
- Include a probationary period for long-term appointments.

Related documents:

- Procedures to implement the Child Protection Policy
- Risk Assessment Form

This policy was adopted by the Management Committee on 21 November 2006, with the intention of revisiting and revising it at regular intervals.