**MIDSOMER NORTON AND RADSTOCK**

**SILVER BAND**

CHILD PROTECTION POLICY

Introduction

The Midsomer Norton and Radstock Silver Band (MN&RSB) acknowledges its responsibility to safeguard the welfare of every child and young person who has been entrusted to its care and is committed to working to provide a safe environment for all its members. A child or young person is anyone under the age of 18 engaged in any Band activity.

The MN&RSB subscribe to the British Federation of Brass Band’s Child Protection Policy and endorse and adopt the Policy Statement contained in that document. The key principles of which are:

* Making the welfare of young people paramount
* Taking all reasonable steps to protect young people from harm, discrimination and degrading treatment and to respect their rights, wishes and feelings.
* Taking action swiftly and appropriately to all suspicions and allegations of poor practice or abuse.
* Ensuring that all its member bands and affiliated organisations will similarly accept responsibility for the welfare of the young people in their care in accordance with the BFBB policies and procedures, and will incorporate this within their constitutions.

The MN&RSB acknowledge that every child or young person who participates in any Band activity should be able to take part in an enjoyable and safe environment and be protected from poor practice and abuse. The Midsomer Norton and Radstock Silver Band recognise that this is the responsibility of every adult involved in the Band.

The MN&RSB acknowledges that it has a role to play in safeguarding the welfare of all children and young people by protecting them from physical, sexual or emotional harm and from neglect or bullying.

Everyone in brass banding either in a paid or a voluntary capacity, together with those in affiliated organisations, has a role to play in safeguarding the welfare of children and preventing their abuse. Anyone who may have regular contact with children will be a very important link in identifying cases where a child needs protection.

Policies and Procedure

To ensure that the MN&RSB maintains the highest standards in regard to Child Protection the following policies and procedures will be adhered to at all times. None of these rules or procedures can be omitted, altered or adapted at any time without a full discussion and vote at a Management Committee meeting.

1. MN&RSB will appoint a member of the Management Committee to take on the roles and responsibilities’ of Child Liaison Officer (CLO). This person will allow a full character check and/or CRB check to be carried out in accordance with the recommendations of relevant Government and/or Local Authority bodies.
2. An assistant CLO officer will be recruited from the membership of the band. This person will also have to undertake any vetting, checks as the CLO. In the absence of the CLO this person will take on that role and responsibilities. Throughout these rules and procedures whenever the CLO is mentioned it is interchangeable with the Assistant CLO.
3. The CLO or Assistant CLO will be present at every event at which children are invited, or attending to participate in a band activity. Should neither the CLO nor the Assistant CLO be present, the event will be cancelled or if the event is to proceed, children will not be allowed to participate in the event.
4. The CLO will ensure that:
   * 1. At no time is a child allowed to be alone with one adult.
     2. At no time does a child takes or is offered a lift from any adult other than the child’s parent/guardian, unless it is the nominated deputy of the parent/guardian.
     3. At no time are two adults, from the same family, to be the only adults present.

In pursuit of the above, special care must be taken at vulnerable times, such as for example, opening and closing times of activities. At these times it is especially important that pressures from another commitment don’t allow even the slightest lowering of standards and procedures.

1. It may be necessary for a parent/guardian to be asked to wait with the CLO because of the late arrival of a second member of the band. Should any parent be unwilling to do this the CLO has no alternative than to cancel the event. Under no circumstances should the CLO be alone, no matter how short a period, with any child(ren).
2. The name and relevant contact details of the CLO will be freely given to all parents/guardians to facilitate the CLO being their primary contact within the Band. The parent/guardian should always contact the CLO for any information or advice regarding their child and the band.
3. Every parent/guardian must be given a copy of the rules of membership of the band and/or training band. This handout should make it very clear that they will be expected to deliver and collect their child promptly and should the need arise they will be expected to remain to enable the event to go ahead.
4. The CLO will hold the contact details for every child member. This information must have the full address, telephone number and mobile number for both the parent/guardian AND their nominated deputy. It must be made clear that it is the parent/guardians responsibility that their child is collected at the end of any event.
5. Should a child not be collected within 15 minutes the CLO will use the details held to contact that child’s parent/guardian. If this is unsuccessful they will then try to contact the parent/guardian deputy. Should any child remain uncollected after 30 minutes the CLO will contact the Chair of the Band to inform them of the necessity and full details of the following action:
   * 1. The CLO will contact the police for advice on how to deal with the situation.
6. The CLO will report any incident, information or other matter concerning child members’ welfare to the committee at the earliest opportunity. The committee will then take appropriate action to ensure any problems brought to light are not allowed to continue or re-occur.
7. The CLO will maintain a register of attendance not only of the training Band members but also all visitors, even if a member of the Senior Band, to the training band.