

Linton Jazz Safeguarding Policy

Aim and purpose

Linton Jazz exists for people to have fun playing music. It has an open-door policy and welcomes players of all ages and abilities. It aims to be as informal and friendly as possible, playing at charity events and raising money for good causes.

Linton Jazz is committed to protecting the safety of all its members, particularly those aged under 18 (hereafter referred to as children) or adults who are particularly vulnerable for any reason. It is therefore the responsibility of everyone who plays with Linton Jazz to be aware of, and act in accordance with, this policy.

The aim of this policy is

- to reduce the risk of neglect, physical, emotional or sexual abuse to children and vulnerable adults who play with Linton Jazz.
- to reduce the risk of allegations of abuse being made against members of Linton Jazz.
- to ensure that procedures are in place to manage disclosures or allegations of abuse.

Equality Statement

This policy applies equally to all Linton Jazz members, regardless of age, disability, gender, ethnicity, religious belief, sexual orientation or identity. All members should be particularly mindful of the fact that children and adults from minority groups sometimes face communication barriers which further increase their vulnerability.

Safeguarding Procedures

- Written consent must be obtained from a parent or guardian if a child plays with Linton Jazz, whether at rehearsals or concerts.
- Photos and videos of children playing with Linton Jazz may not be used for publicity or be uploaded onto the internet without written consent from a parent or guardian.
- Parents or guardians of child band members must be made aware that the band has little control over photographs and videos taken by the audience during concerts.
- When photos of children appear in Linton Jazz publicity the name of the child should be withheld unless specific permission is granted by a parent or guardian.
- An adult member of Linton Jazz should avoid being alone with a child member of the band in any circumstances unless that adult is a family member or a trusted adult declared at the time of enrolment.
- Children must not travel to or from rehearsals and concerts in a vehicle with one adult unless that adult is a family member or a trusted adult declared at the time of enrolment.
- Adult band members should avoid giving gifts to children in the band except on rare occasions. The adult band member should try to inform the child's parents if a gift has been given.
- Where children are present band members should be aware of their responsibility as role models and avoid inappropriate language, smoking or excessive drinking of alcohol.
- When unaccompanied children play in concerts, members of the committee will ensure they are supervised in a manner appropriate to their age and maturity.

Managing Allegations of Abuse

Any band member who becomes aware of the possible abuse of a child or vulnerable adult within Linton Jazz has a responsibility to pass on their concern.

In the event of any allegation or disclosure being made, the following protocol must be observed:

- The details of the event must be recorded in writing immediately. No leading questions should be asked or insinuating comments made. No photos may be taken, but annotated line drawings can be made.
- The objective account should then be passed directly to the safeguarding officer or the committee chair.
- NO details should be discussed with any other person and the allegation or disclosure must remain confidential at this point.
- Where a person is identified in a disclosure or allegation, they MUST NOT be approached or interviewed by the committee at this point.
- The chair or child welfare officer must then seek advice from Cambridgeshire Social Care Team or the National Society for the Prevention of Cruelty to Children. This must happen within 24 hours. The Police may be informed by Social Care. From this point, the advice of the duty social worker must be followed.
- This protocol must be shared with the child and his/her carer if appropriate.

Whilst it may be very tempting to react to allegations of abuse or disclosures made, failure to report information objectively and follow correct procedures may render a case inadmissible. If in doubt, concerns should be raised with the safeguarding officer or chair.

Scope of Policy

All band members are responsible for safeguarding children and vulnerable adults when playing with Linton Jazz and therefore are required to read and comply with the policy. Linton Jazz's responsibility for protecting children and vulnerable adults extends to interactions with non-band members, such as supporters and audience. Band members are therefore expected to be vigilant in this regard at all times.

Contact Details

Safeguarding officer: **Kate Kelly** katherine.kelly@btinternet.com

Chair: **Mark Wightman** markawightman@gmail.com

Cambridgeshire Social Care: 034 5045 5203 (Mon-Fri 8-6) Out of hours: 01733 234724.

Cambridge Police: 101 (Will be directed to the relevant department).

NSPCC: 0808 8005000

Policy adopted on: 15/07/18

Last reviewed: November 2023