



Registered Charity : Cumbria Rural Choirs
Number: 1168081

Safeguarding Policy

Safeguarding is the term used to denote measures to protect the health, well-being and human rights of individuals, which allow people—especially children, young people and vulnerable adults—to live free from abuse, harm and neglect.

Cumbria Singers (CS) recognises the need to protect the children, young people and vulnerable adults who choose to work with them and are aware of their responsibilities as a charitable trust in relation to current statutory legislation (Children Acts 1989 and 2004) and the guidance issued by the Charity Commission.

DBS Checks will be made on all Trustees at the time of their appointment, to ensure that there is no history of inappropriate behaviour which may put choir members and other participants in Cumbria Rural Choirs events/ activities at risk.

Definitions of those who need to be safeguarded:

- Child - any young person below the age of 16
- Young person - any person between 16 and 18 years of age.
- Vulnerable adults- those with mental or physical disabilities.

Benefits

Cumbria Rural Choirs encourages children, young people and vulnerable adults to participate in musical activities and to join with them in concert performances from time to time. Cumbria Rural Choirs recognises the advantages that this type of activity can have in terms of their personal development, however, their engagement in these activities amongst a large group of people may also lead them to:

- being exposed to inappropriate behaviour.
- disclose information about their personal circumstances where abuse might be taking place.

Risk Assessment

Cumbria Rural Choirs recognise that children, young people and vulnerable adults have the right to be protected and kept safe from harm or abuse. We will make every effort to minimise risk in these areas.

Risks to be aware of related to safeguarding and protecting people:

- sexual harassment, abuse and exploitation
- Child sexual exploitation and Child Criminal exploitation
- Negligent treatment
- Physical or emotional abuse
- Bullying or harassment
- Health and Safety

- Commercial exploitation
- Extremism and radicalisation
- Forced marriage
- Honour based violence (HBV)
- Child trafficking
- Domestic abuse
- Modern day slavery
- Female Genital Mutilation (FGM)
- Discrimination on any of the grounds in the Equality Act 2010
- People targeting your charity
- A charity's culture may allow poor behaviour
- People abusing positions of trust within a charity

(From Charity commission guidance: Good governance for safeguarding)
 (Safeguarding and protecting people for charities and trustees)
www.gov.uk/guidance/safeguarding-duties-for-charity-trustees#manage-the-risks)

Keeping participants safe:

- Cumbria Rural Choirs will take every measure to ensure that children, young people and vulnerable adults rehearse and perform in a **safe environment**.
- Cumbria Rural Choirs will ensure that children, young people and vulnerable adults are **treated with respect**.
- Cumbria Rural Choirs will ensure that when working with children, young people and vulnerable adults, appropriately qualified adults (or in the case of minors those recognised as having 'loco parentis') and / or carers will be in charge of them. **Minors must not be left unsupervised at any time.**
- Where groups of children/ young people/ vulnerable adults are participating in a CS Rehearsal / performance as guest members of a school/ college or other musical organisation the host school/ organisation will take responsibility for gaining **parental** consent to participate in the event.
- **Parents/ guardians are responsible for arranging for transporting** children and young people to rehearsals and performance venues.
- **Carers are responsible for arranging transport for vulnerable people** to rehearsal and performance venues.
- **Children, young people and vulnerable adults will always rehearse with other members of the choir**, not as individuals separated from the main group.

Procedures for Dealing with Disclosures

- Cumbria Rural Choirs takes very seriously any concerns identified as a result of any inappropriate direct or indirect contact with children, young people and vulnerable adults. Any issues or concerns raised by individuals will be reported to the relevant social services/police authorities.
- If a **disclosure** is made to any Trustee or choir member they should :
 - write a record of the conversation as soon as possible, stating exactly what has been said, and noting any action taken in cases of possible abuse.
 - this record must be signed, dated and include the time and place of disclosure.
 - this must then be reported to the Trustee designated as the Safeguarding Officer

(SO)/Chair of Trustees.

- The SO/Chair must report the disclosure to the appropriate adult/carer of the child/young person/vulnerable adult and further action must be taken by the appropriate adult/carer. This must be followed up by the SO/Chair Trustee.
- If the disclosure is about the appropriate adult/carer then the report should be made to the relevant School/Institution or Cumbria Safeguarding Hub/Police authorities depending on the nature of the disclosure.
- If a referral needs to be made, or consultation with any other agency is necessary it is good practice to inform the parents and child/young person/vulnerable adult of actions to be taken unless this puts the child/young person/vulnerable adult at further risk of harm.

Procedures for dealing with allegations of inappropriate behaviour

- A clear account of what has been seen/ heard must be written down.
- The designated Safeguarding Officer must be informed about the concerns/ allegations raised.
- Advice will be sought from the Local Council Children's Social Care/ Adult Social Care Team. A referral may be made to them.
- All the relevant decision makers (i.e. the Trustees) will be made aware of the allegation and involved in the decision making process.
- Advice will be sought from the Local Council Children's Social Care/ Adult Social Care Team before the alleged is given the right to respond/ and a report is made to the Disbarring Services.
- If the alleged safeguarding incident is proven to involve a Trustee then his/her immediate resignation from the Board will be required.

Relevant contacts for reporting safeguarding incidents:

- CS Safeguarding Officer: Jacqueline Wright 07443515275 E mail: jackie.wright55@gmail.com
- CS Chair Trustees: Margaret Riches Tel: 01768 894404 / E mail: mr4cnr@gmail.com
- Cumbria Safeguarding Hub:0333 240 1727 – available any time of day or night (for children and young people.
- For vulnerable adults: Cumbria Adult Social Care- Eden Office, PO Box 224, Penrith, CA11 1BP

Current phone numbers: Eden West (incl. Keswick)- 01768812243 or 01768812233
Eden; Eden South -01768812089 / 01768812231; Eden North: 01768 812241 Or 01768812253

Awareness Training for Trustees :

From October 2022:

- All Trustees will required to undertake the Safeguarding Adults Basic Awareness Course (Level 1) via the E Learning link on the Cumbria County Council Website. The certificate that is issued when this training has been completed successfully will be maintained as evidence that this has been undertaken and achieved. Target date for completion by Trustees : April 2023 when the policy is next due for review following the ratification of this revised policy at the Board Meeting on 28th November.
- At least two Trustees i.e. the designated Safeguarding Officer and the Chair of Trustees will be required to undertake Level 2 course which is particularly relevant for leaders within the organisation.
- Safeguarding is a standard item on the agenda of all Board meetings. This provides opportunities for the Trustees to be updated on current legislation and recommendations which may impact on Cumbria Rural Choirs' safeguarding provision and reporting procedures.

Awareness raising amongst Choir Members and the wider public

- The Safeguarding Policy will be published on the Cumbria Singers web site: www.cumbriasingers.org.uk to ensure that all those interested in becoming choir members/ working with Cumbria Singers are aware of the agreed safeguarding procedures.
- **At the AGM:** the Safeguarding Officer will announce the safeguarding procedures that are currently taken by Cumbria Singers to safeguard its members and the officers to whom issues about safeguarding should be reported.

Approved: November 2022. To be reviewed annually Next review due: November 2024