

Dodworth Colliery M.W. Brass Band

Safeguarding Children & Safeguarding (vulnerable) Adults including Child Protection

Vulnerable Adult Definition

"A person who is 18 years of age or over, and who is or may be in need of community care services by reason of mental or other disability, age or illness and who is or may be unable to take care of him/herself, or unable to protect him/herself against significant harm or serious exploitation."

(Law Commission - Who Decides?: Making decisions on behalf of mentally incapacitated adults 1997)

Factors of a Vulnerable Adult:

- Is elderly and frail due to ill health, physical disability or cognitive impairment.
- Has a learning disability.
- Has a physical disability and / or a sensory impairment.
- Has mental health needs including dementia or a personality disorder.
- Has a long-term illness / condition.
- Misuses substances or alcohol.
- Is a carer, where the person meets the definition.
- Is unable to demonstrate the capacity to make a decision and is in need of care and support.

Child Definition

A child or young person, defined as any person under the age of 18.

What is child protection and safeguarding?

The Children's Society states "Child protection and safeguarding means protecting children from abuse, and identifying and stopping abuse that is already happening.

Abuse of a child or young person under the age of 18 is defined as follows:

"Abuse is a deliberate act of ill-treatment that can harm or is likely to harm a child or young person's safety, well-being and development. Abuse can be physical, sexual or emotional. Neglect of a child or young person also constitutes abuse and can be defined as failing to provide or secure for a child or young person the basic needs of physical safety and well-being."

Every child or young person, defined as any person under the age of 18, who plays or participates with the Dodworth Colliery M.W. Brass Band should be able to take part in an enjoyable and safe environment and be protected from abuse. This is the responsibility of every adult involved in the Band.

The Dodworth Colliery M.W. Brass Band recognises its responsibilities to safeguard the welfare of all children, young people and vulnerable adults by protecting them from physical, sexual or emotional harm and from neglect and bullying. The Dodworth Colliery M.W. Brass Band is focussed on meeting its

responsibility to provide the highest standard of care, respect & dignity for any child or young adult during any and all of activities

The Dodworth Colliery M.W. Brass Band will consider, having taken advice, whether anyone who has previous criminal conviction or caution for offences relating to the abuse of children or young people, violence or any sexual offences should be excluded from working with or associating with children and young people. This position is reinforced by U.K. legislation and guidance.

Legal and Procedural Framework.

The practise and procedures based on the principles contained within U.K. and International legislation along with Government guidance have been designed to complement local Area Child protection Committee (ACPC) procedures and take the following into consideration.

- Working together to safeguard children 2019.
- Safeguarding and protecting people for charities and trustees 2018.
- Safeguarding policy: protecting vulnerable adults 2017.
- The Children Act 1989.
- The Protection of Children Act 1999.
- "Caring for the young and vulnerable"
Home Office guidance for preventing the abuse of trust 1999.
- The UN Convention on the Rights of the Child.
- Human Rights act 1998.

What is Abuse?

Abuse is a term used to describe ways in which children or young people or vulnerable adults are harmed, usually by adults and increasingly by peers. Often these are people they know and trust. It refers to the damage done to a child's or young person's physical, mental or emotional health.

Children or young people or vulnerable adult can be abused within or outside their family, at school or any other environment. Abusive situations arise when adults or peers misuse their power over children or young people or vulnerable adults.

There are five main forms of abuse:

Physical abuse includes situations where adults:

Physically hurt or injure children or young people or vulnerable adults(e.g. by hitting, shaking, squeezing, biting or burning).

Give children or young people or vulnerable adults alcohol, cigarettes, inappropriate drugs or poison

Attempt to suffocate or drown children or young people or vulnerable adults.

Neglect includes situations in which:

A child's or young person's or vulnerable adult's basic physical needs (e.g. for food, warm clothing) are not met

children or young people or vulnerable adults are consistently left alone and unsupervised

In a Dodworth Colliery M.W. Brass Band setting this may occur if children or young people or vulnerable adults are left alone and unsupervised

Sexual abuse includes situations in which adults/peers use children or young people or vulnerable adults to meet their own sexual needs through:

Full sexual intercourse, masturbation, oral sex, fondling or anal intercourse.

Showing them pornographic books, photographs or videos or taking photographs for pornographic purposes.

Emotional abuse includes situations in which:

There is a persistent lack of love, affection or attention shown to a child or young person.

Children or vulnerable adults are over protected preventing them from socialising.

Children or young people or vulnerable adults are frequently shouted at or taunted.

Bullying is not always easy to define, can take many forms and is usually repeated over a period of time. The three main types are:

Physical, verbal and emotional. They will all include:

- Deliberate hostility and aggression towards a victim who is weaker and less powerful than the bully or bullies.
- An outcome which is always painful and distressing for the victim.

Procedures

Action if there are concerns about the welfare of a child or young person or vulnerable adult.

The following action should be taken by anyone who has concerns about the welfare of a child or young person or vulnerable adult in:

Dodworth Colliery M.W. Brass Band setting.

The home or other setting.

Non action is not an option in Child Protection.

Key Representatives

Registered Chaperone - Lee Jenkinson

**Female Representative - Morag McKay-Ellison & Jo Jenkinson
(BBE safeguarding course)**

Concerns about poor practise and possible abuse within the Dodworth Colliery M.W. Brass Band settings

Child abuse can and does occur outside the family setting. Although it is a sensitive and difficult issue, child abuse does occur within many other settings, e.g. social environments. Recent inquiries indicate that abuse, which takes place within a public setting, is rarely a one-off event. It is crucial that those involved with the Dodworth Colliery M.W. Brass Band are aware of this possibility and that all allegations are treated seriously and appropriate actions are taken.

Allegations may also relate to poor practise where an adult's or peer's behaviour is inappropriate and may be causing concern to a child or young person. Poor practise includes any behaviour, which infringes an individual's rights and/or is a failure to fulfil the highest

possible standards of care. Poor practise is unacceptable and will be treated seriously and appropriate actions taken.

Action taken if a child or young person informs you directly that he/she is concerned about someone's behaviour towards them or action to take if you become aware, through your own observations or through a third party, of possible abuse occurring within a Dodworth Colliery M.W. Brass Band or other setting.

If this happens, you should:

- React calmly so as not to frighten the child or young person or vulnerable adult.
- Tell the child or young person or vulnerable adult that he/she is not to blame and that he/she was right to tell.
- Take what the child or young person or vulnerable adult has said seriously.
- Ensure the safety of the child or young person or vulnerable adult – if the child or young person or vulnerable adult needs medical treatment, take the child or young person or vulnerable adult to hospital or call an ambulance, inform doctors of concerns and ensure that they are aware that this is or may be a Child Protection or Safeguarding Adults issue.
- Avoid leading the child or young person or vulnerable adult and keep any questions to the absolute minimum necessary to ensure a clear understanding of what has been said.
- Re-assure the child or young person or vulnerable adult but do not make promises of confidentiality or outcome, which might not be feasible in the light of subsequent developments.

- Parents and carers should be contacted only after advice from Social Services if the concerns relate to them.
- You should also continue to follow the Dodworth Colliery M.W. Brass Band procedures outlined below.
- Make a full record of what has been said, heard and/or seen as soon as possible.
- Report the concerns to the person in charge or designated person immediately, unless the concern is about the person in charge (see below).
- The person in charge/designated person should be clearly identified in every Dodworth Colliery M.W. Brass Band setting.
- If the person in charge is not available, or the concern relates to them then report your concerns directly to the Social Services or the Police. These agencies will advise you whether a formal referral to the Social Services is necessary and what further action you may need to take. If you are advised to make a formal referral make it clear to Social Services or the Police that this may be a Child Protection referral.
- Confidentiality should be maintained on a strictly 'need to know' basis and relevant documents stored in a secure location.
- Please remember that it can be more difficult for some children to disclose abuse than others. Children from ethnic minorities may have regularly experienced racism, which may lead them to believe 'white people', including those in authority roles, do not really care about their well-being. They may feel they have good reason to question whether your response will be any different.

- Children and young people with disabilities and vulnerable adults may have to overcome additional barriers before they can disclose abuse. There may be communication difficulties and they will almost certainly have had to overcome prejudices from others.

The Dodworth Colliery M.W. Brass Band will support anyone who, in good faith, reports his or her concern that a colleague is, or may be, abusing a child/young person.

Recording of information, suspicions or concerns

Information passed on to Social Services department or the Police must be as helpful as possible and it may be used in any subsequent legal action, hence the necessity for making a detailed record. The report should, if possible, contain the following information:

- The child's or young person's or vulnerable adult's name, address and date of birth.
- The nature of the allegation.
- A description of any visible bruising or other injuries.
- The child or young person's or vulnerable adult's account, in their own words if possible, of what has happened and how any bruising or other injuries occurred.
- Any observations that may have been made by you or to you.
- Any times, locations dates or other relevant information.
- A clear distinction between what is fact, opinion or hearsay.

- Your knowledge of and the relationship to the child or young person.
- Whenever possible, referrals to Social Services Departments should be confirmed in writing within 24 hours.

Keep a record of the name and designation of the Social Services member of staff or Police Officer to whom concerns were passed and record the time and date of the call, in case any follow-up is needed.

Non action is not an option in Child Protection & Safeguarding Vulnerable Adults.

Appropriate behaviours

Treat other band members, including children and young people or vulnerable adults, with respect and dignity.

Encourage and support children and young people or vulnerable adults in the band, but avoid having (or being perceived to have) 'favourites'.

In general, avoid being alone with children and young people under 18 who are band members, unless you are their parent or carer.

If it is necessary to be alone with a child or young person:

- Make sure another adult knows where you are and approximately how long you will be.
- Invite the child or young adult to bring a friend.
- Leave the door open of the room you are in.

- Move into the centre of the room so you are in plain view.
- Avoid physical contact with children and young people in the band unless it is necessary for a particular activity or if the person in question or someone at risk from them has been, or is about to be injured.
- If physical contact cannot be avoided, seek permission of the child or young person wherever possible and ensure they are comfortable with what you are going to do.
- If a child or young person talks to you about something confidential, ensure that they understand that you will not share the information without their consent except in specific circumstances relating to child protection or safeguarding.
- If you are told or see something regarding a child or young person that causes you to have a safeguarding concern, follow the band safeguarding procedures and contact the Welfare Officer as soon as possible.

Outside band activities

Try to avoid contacting children or young people or vulnerable adults who are band members unless this is via their parents or recognised carers.

Be aware that children and young people or vulnerable adults in the band will look up to you; it is important that you model responsible and considerate behaviours associated with appropriate professional/personal boundaries.

Do not give your personal telephone number or email address to children or young people in the band.

Do not develop individual friendships with children and young people in the band except as part of a family friendship.

Be mindful of your use of language during band activities, especially when children and young people are around.

If you are involved with the band in a teaching or leading capacity, do not, in general, accept, or give, gifts or money to children or young people you work with. If you are presented with a token 'thank you' gift from a child, accept it with thanks and inform the Welfare Officer.

If you wish to present a token gift to a child or young person for a specific reason, this should be discussed and agreed in advance with the Welfare Officer.

Guidelines for trips away and overnight stays organised by the band

Whether using private vehicles or coaches, there will be a requirement to inform parents/guardians of the following information:

- Outward and return journey times, including any foreseeable stops or breaks in journey.
- The full address of the destination including any landline or fax numbers.
- In the event of any changes to the programme or in an emergency, the parents/guardians are to be contacted and informed of reasons for this. The 'key representative' and committee oversee this process.

- The details of the travel company or driver should be made known to parents along with and mobile telephone number of the driver or at least one occupant of the vehicle.

Use of private vehicles:

- If carrying non family members less than 18 years old, the driver must have prior consent from parents/guardians and have undergone a police check.
- The full description and registration number of the vehicle is to be made clear to 'Key Representative' and Committee.

Parents/Guardians

Where possible, Parents or Guardians will accompany their children on band trips. If they cannot, then they must:

- Provide full contact details and an additional point of contact in an emergency. These details are held by the 'Key Representative' or a band member that is travelling with the child.
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- should provide full details of special dietary needs, ailments or allergies or illnesses, including GP details and any emergency numbers. Medication requirements, including access to these supplies. Authority to prescribe medication in normal use or in the case of an emergency. The medical proforma to be completed for each child's parents and returned to the 'Key Representative'. A copy to be in the possession of the 'Key Representative' or a committee member on trip or overnight stay.

- When staying in overnight accommodation certain measures are required:
 - Children if sharing must be of same sex.
 - No child to share with an adult unless family relationship.
 - 'Appropriate Adults' (i.e. those that have undergone DBS checks) should be available as a point of contact for any child when away from home. Their room number, location, and any contact telephone numbers to be given to all parties.

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