



LIONS YOUTH BRASS

CHILD PROTECTION POLICY AND GUIDELINES

Lions Youth Brass organisation accepts that their Child Protection Policy will address the following points:

1. Adopt a policy on safeguarding the welfare of young people and its members.
2. Make all children and young people aware that they may talk with an independent person.
3. Introduce and apply agreed procedures for protecting young people to all volunteers associated with the bands.
4. Introduce and issue guidelines to all volunteers on how to deal with any disclosure or discovery of abuse.
5. Identify any areas of training for its volunteers, relating to implementation and administration of policy procedures in the prevention of child abuse.
6. Follow the Child Protection guidelines issued by the British Federation of Brass Bands, BFBB.

February 2010

Lions Youth Brass Protection Policy Statement

Lions Youth Brass Management Committee and all Volunteers associated with the band, will check that we;

- safeguard the welfare and well-being of the children and young people linked to our group
- provide a safe environment where children and young people are always listened to and encouraged to talk about themselves, their family, their lives and experiences or concerns they might have.
- recognise that children and young people may suffer abuse in many forms - Physical, Sexual, Emotional and/or Neglect.

1) BEHAVIOUR STATEMENT:

1.1) We always;

- treat children and young people with respect
- treat all volunteers with respect and set an example for others to follow
- will be non-judgmental when dealing with children and young people and respect their individual rights.
- respect the 'right to privacy'.
- show tolerance towards children, young people and volunteers.
- recognise and encourage the achievements of band members.
- remember that insults or verbal abuse from anyone will not be tolerated and needs to be challenged.
- will be vigilant when dealing with a sensitive matter or situation.
- will always be aware of the possible implications of physical contact with children and young people. We recognise that our actions, no matter how well intended, might be misinterpreted.
- check that other adults are present when we are assisting children and young people with uniform change.
- make sure that all children and young people are supervised at all times by at least one responsible adult, particularly when they are waiting for and after band practise sessions, concerts, competitions, or auditions.
- check that reasonable precautions are taken to protect children and young people from 'outsiders' in particular when attending venues for competitions or concerts.
- inform somebody of our whereabouts if 1 - 1 instruction or audition is required.
- will seek advice whenever in doubt.

1.2) We DO NOT

- allow bullying
- allow children or young people to feel "down trodden" or to be made a "fool of" by anyone.
- make suggestive remarks, gestures or detrimental comments in the presence of children and young people.
- respond with negativity or sarcasm.
- allow ourselves to be drawn into any situation which might appear improper.
- jump to conclusions

2) PHOTOGRAPHS / VIDEOS

Official photographs and videos of the band may be used to publicise and promote the band for such purposes as; the official web site, CD covers, DVDs, brochures, newspaper articles etc. Parents will be given the opportunity to state if they do not wish their children's photos to be used for such purposes.

3) ACTION STATEMENT:

We will be proactive at all times and be ready to recognise the signs and symptoms. If we suspect, or if informed that a child or young person is experiencing abuse, we NEVER try to investigate further. We will always refer to the guidelines as set out for reporting an allegation and seek further advice from *Social Services*. We do not pass judgement on what is said. We will try and reassure the child or young person. We do not ask questions about what we might suspect. We make it clear that we are available to listen and can offer support but that we MUST pass on the information. Remember...**Do not try to sort it out yourself.**

4) ADMINISTRATION OF POLICY:

Lions Youth Brass organisation recognises the importance of the implementation of a Child Protection Policy.

It has therefore identified Paul Darlington and Ann Darlington as the nominated persons who will be responsible for co-ordinating the Child Protection Policy and monitoring its implementation in practice. The Lions Youth Brass Child Protection Policy will be reviewed on an annual basis.

5) ADMISSION OF NEW VOLUNTEERS / COMMITTEE MEMBERS

All volunteers of **Lions Youth Brass organisation** MUST complete the Volunteer Declaration form and sign to say they have read and agree to comply fully with our Child Protection Policy Statement. All information will be treated in the strictest confidence.

All new volunteers and committee members of **Lions Youth Brass organisation** MUST complete an application and declaration form (Appendix B) which will provide the following:

- Name, address, date of birth.
- Details of any previous experience of working with children/young people.
- Details of any convictions for criminal offences against children, including "spent" convictions (Rehabilitation of Offences Act (exemptions) order 1975)
- Permission to carry out a Criminal Records Bureau (CRB) Disclosures check.
- Signature.

CRB Disclosures checks will be taken up on all new **Lions Youth Brass organisation** volunteers.

All information will be treated in the strictest confidence.

6) PRIVATE TUITION

Volunteers / Musical Directors who give private tuition to members of Lions Youth Brass must make it clear to parents that such private arrangements are outside of the **Lions Youth Brass organisation**, and are not subject to the Lions Youth Brass Child Protection Policy and Guidelines.

7) REPORTING ALLEGATIONS

If an allegation is made, or concerns are raised, the person in receipt of the alleged allegation shall make a record as detailed in Appendix A:

CHILD PROTECTION POLICY - REPORTING ALLEGATIONS

Name of child Age/date of birth

Parent/Carer's name

Address

Telephone number

Are you reporting your own concerns or passing on those of someone else? Give details of witnesses

Brief description of what has prompted concerns: include date, time, location etc of any specific incidents

Any physical signs? Behavioural signs? Indirect signs?

Have you spoken to the child? If so, what was said?

Have you spoken to the parent(s)? If so, what was said?

Has anybody been alleged to be the abuser? If so, give details, including relationship with the child?

Have you consulted anyone else? Give details?

Your name Position

To whom reported and date reported? Give contact information for further reference

Signature Date

ADMISSION OF NEW VOLUNTEERS / COMMITTEE MEMBERS

All new volunteers and committee members of **Lions Youth Brass organisation** must complete this application form. This is required by the BFBB and Lions Youth Brass Child Protection Policy:

Name;	
Address;	
Date of birth;	
Details of any previous experience of working with children/young people	
Details of any convictions for criminal offences against children, including "spent" convictions (Rehabilitation of Offences Act (exemptions) order 1975)	
<p>CRB Disclosures checks will be taken up on all new Lions Youth Brass organisation volunteers. I hereby give permission for Lions Youth Brass organisation to carry out a Criminal Records Bureau (CRB) Disclosures check.</p>	
<p>All information will be treated in the strictest confidence.</p>	
Signature.	
Date	



Volunteer Declaration form

Name.....

Signed.....

Date.....

As a Lions Youth Brass Committee Member/
Volunteer I acknowledge receipt of, and
confirm I have read and agree to comply fully
with the Lions Youth Brass Protection Policy
Statement, Issue 6. All information in
connection with the policy will be treated in the
strictest confidence.