



# **&Piano Safeguarding Policy**

## **SAFEGUARDING POLICY**

The safety of children and vulnerable adults is paramount and they all have the right to protection from abuse. All suspicions and allegations of abuse will be taken seriously and acted upon swiftly and appropriately. Artists, trustees and volunteers have a responsibility to report any such concerns.

## **PURPOSE OF &PIANO**

To advance the education of the public in, and promote the understanding, appreciation, composition and performance of live music, and thereby the advancement of the arts, culture and education for the public benefit, through a series of concerts, workshops and masterclasses and by such other ways as its trustees shall determine from time to time.

## **FESTIVAL ENVIRONMENT**

The festival currently takes place in Slaithwaite Civic Hall. As the hall is a community venue, there may be other users on site from time to time during the festival.

The festival aims to establish as safe an environment as is reasonably practicable. It will seek to engage parents, guardians, carers and teachers in a partnership which involves them in taking all reasonable precautions to protect the well-being of those covered by this policy. (Please note that any subsequent reference to 'parents' includes 'guardians' and 'carers').

## **THOSE COVERED BY THIS POLICY**

This policy relates to children (under the age of 18); and also members of vulnerable groups of any age actively participating (performing, being coached) in an event organised and facilitated by &Piano, who are identified to the trustees or volunteers before their arrival at the festival. Contact with the festival should be made by parents and/or teachers. The festival will actively seek to meet the needs of children from ethnic groups and children who are disabled. Any subsequent reference to 'children' includes members of other vulnerable groups. The festival will do everything that it can reasonably do to provide accessibility and accommodate children and members of other vulnerable groups with specific needs, but ultimately the festival can not be responsible for children or vulnerable people attending as audience members - these are the responsibility of the adult accompanying them.

## **FESTIVAL PERSONNEL**

The festival is run by a small team of volunteers, duties which involve running the front of house and organising the festival. Volunteers are recruited after reviewing their suitability. If their prospective role requires prior enhanced disclosure from the Disclosure and Barring Service they will be supplied with relevant documentation to complete for this purpose.

All festival personnel (plus artists) are given a copy of the festival's Child Protection Policy and are required to adhere to it. They are expected to be vigilant in monitoring the festival environment and should challenge unacceptable or suspicious behaviour. They are to report all such concerns to the festival volunteers who will create a written record and initiate any further action.

## **ATTENDANCE**

Children attending an event at the festival must be accompanied and supervised effectively. Supervision may come from a parent or an adult acting on their behalf; or from a teacher or group leader. (Any person acting in a supervisory capacity will be expected to pay the normal admission fee).

It is impracticable for festival helpers to supervise individual children and &Piano will not accept responsibility for the supervision of unaccompanied children. Furthermore, admission into an event will be denied to unaccompanied children under the age of 16. For the purpose of informing parents, a copy of this policy will be posted on the &Piano website. Teachers or group leaders who wish to take students or a group of children to an &Piano event will be sent a copy of this policy. If there are special needs that cannot be satisfied by a parent or accompanying adult then these should be made known in writing to the Festival Administrator before the festival begins.

### **CHANGING AND WARM-UP ROOMS**

Changing and warm up rooms are designated for performing artists only. Children are not allowed to enter rooms other than the main hall and artists should not allow children into the changing rooms. &Piano may offer a communal warm up room prior to a Masterclass organised by the festival. In that instance, no child should be left unattended in a room, and under no circumstances should a festival volunteer or visiting artist be by themselves in a room within the performance venue with an unaccompanied child. The responsible adult accompanying children should supervise those in their care at all times. Public areas such as toilets and corridors are not supervised.

### **PHOTOGRAPHY AND AUDIO/VISUAL RECORDING**

The use of cameras and all audio or visual recording equipment at the festival is strictly forbidden, except for that used by authorised media personnel, approved by the charity. Any objection to a child performer being photographed at the festival by authorised media personnel should be communicated by the responsible adult - on arrival - to the event organiser. Otherwise it will be assumed that this is permissible.

### **REPORTING OF PROBLEMS**

Parents or children with a problem related to the behaviour of another person should contact a festival volunteer at the front of house or hall door. All problems raised will be seriously considered in a discreet and private manner, documented, the circumstances of the problem dated, and any appropriate further action will be initiated.

### **THE LEGISLATION THAT SUPPORTS THIS POLICY**

The Rehabilitation of Offenders Act 1974; The Children Act 1989; The Police Act 1997; The Data Protection Act 1998; The Human Rights Act 1998; The Protection of Children Act 1999; The Criminal Justice and Court Services Act 2000; The Children Act 2004; The Vulnerable Groups Act 2006

### **POLICY GUIDANCE AND REVIEW**

The Trustees will review the festival's Child Protection Policy annually, revising and enhancing it as necessary. In doing this they will look to other agencies - most notably the NSPCC and the Arts Council of England - for advice on good practice.