



## Safeguarding Policy

The choir's activities take place in a group setting with only occasional involvement of children. For example, joining the choir for one or two rehearsals before a concert. Within this setting there will always be more than one responsible adult present who is responsible for the child/children and who will remain with the child/children in the absence of the parent... Therefore the risk to children taking part in PAC activity is low.

However Trustees take their duties to children seriously. PAC has a named Trustee who has the expertise, knowledge and skills to ensure that the welfare of the child is paramount. The Trustee has been checked by the Disclosure and Barring Service (DBS).

The Charity Commission defines safeguarding and promoting the welfare of vulnerable groups of children as:

- Protecting from maltreatment
- Preventing impairment of health and development
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care

All charities should aim to proactively safeguard and promote the welfare of their beneficiaries so that the need for action to protect them from harm is reduced."

The following policy and protection procedures and activities adopted by PAC is taken from the Charity Commission Policy Paper, **Safeguarding children and young people 2014**

### Child protection policy

- The welfare of the child is paramount
- No child or group of children will be treated any less favourably than others
- All children without exception have the right to protection from abuse regardless of gender, ethnicity, disability, sexuality or beliefs
- The policy will be reviewed, approved and endorsed by Trustees annually
- The policy applies to all Trustees
- Children and parents will be informed of the policy and procedures as appropriate
- All concerns will be taken seriously by Trustees and responded to appropriately. This may require a referral to Children's Social Care Services and in an emergency, the Police.

### Child protection procedures and systems

- There will be a named person (and deputy) with a clearly defined role and responsibilities in relation to child protection
- A description of what child abuse is available. Relevant contact details to seek advice and guidance is available.
- There will be a process for recording incidents, concerns and referrals and these will be securely stored by the Safeguarding lead in compliance with relevant legislation
- There will be guidance on confidentiality and information sharing which clearly states that the protection of the child is the most important consideration

### What is child abuse

"Child abuse is any action by another person, adult or child, that causes significant harm to a child. It can be physical, sexual or emotional, but can just as often be about a lack of love, care and attention. We know that neglect, whatever form it takes, can be just as damaging to a child as physical abuse.

An abused child will often experience more than one type of abuse, as well as other difficulties in their lives. It often happens over a period of time, rather than being a one off event. It can increasingly happen on-line." NSPCC 2016

### **Guidance on confidentiality and information sharing – Data Protection Principles**

Trustees have responsibilities under the Data Protection Act 1998 to make sure information is:

- Used fairly and lawfully
- Used for limited specifically related purposes
- Used in a way that is adequate, relevant, not excessive and accurate
- Kept for no longer than is absolutely necessary
- Handled according to peoples data protection rights
- Kept safe and secure

Using Data Protection Principles, the named Trustee or Deputy will record any safeguarding concerns and notify the appropriate agency. Concerns will be shared with the Trustee group and will remain confidential.

### **Resources available with the PAC Safeguarding Policy**

Resources will be updated annually as necessary by the named Trustee.

- Charity Commission Policy Paper “Strategy for dealing with safeguarding vulnerable groups including children issues in charities” (downloaded 26/10/16)
- Charity Commission Policy Paper “Safeguarding Children and Young People” 2014 (downloaded 26/10/16)
- HM Government “What to do if you're worried a child is being abused. Advice for Practitioners” 2015 (downloaded 26/10/16)

Liz Roberts (named Trustee)

Gill Calvin Thomas (deputy)

Policy adopted on: *4 March 2019*

Date: *Diana Cook*

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Chairman