

Uckfield Concert Brass and Brass Rascals Safeguarding Policy

Effective Date: July 2025

Approved by Band Committee: July 2025

Next Review: July 2026

Introduction

Uckfield Concert Brass and Brass Rascals is committed to safeguarding children and young people participating in our main and youth brass band activities, including weekly rehearsals (in the function room of the Alma Arms, Framfield Road, Uckfield, with some parents present) and performances. This policy ensures compliance with the Children's Act 1989, the Children and Social Work Act 2017, the Online Safety Act 2023, and guidance from Working Together to Safeguard Children (2022) and Keeping Children Safe in Education (2024). It applies to all members, volunteers, and chaperones involved in band activities.

Safeguarding Commitments

We will keep children, young people, and adults safe by:

- Conducting risk assessments before activities to identify and minimize physical, emotional, and environmental risks, as per our Body of Persons Approval (BOPA) application.
- Promoting a fun, fair, and inclusive environment for brass playing, confronting bullying, enforcing a zero-tolerance policy, and adhering to safeguarding procedures.
- Treating all participants equally, giving similar attention, time, and respect to all, regardless of talent, and preserving their dignity.
- Building relationships based on mutual trust and respect, encouraging children to take responsibility for their development and decision-making.
- Maintaining appropriate behaviour standards at rehearsals, performances, and social events.
- Communicating regularly with parents/carers, involving them in decision-making, and obtaining written consent to act in loco parentis for emergency first aid or medical treatment.
- Recording medical conditions, injuries, and medications, with a trained first aider and kit available at all activities. A written record of incidents and treatments will be maintained.

- Informing parents of significant travel arrangements, especially for overnight stays, with DBS-checked drivers and chaperones.

Prohibited Actions

We do not:

- Allow children to feel demeaned, humiliated, or belittled.
- Permit bullying or peer conflict.
- Make suggestive remarks, gestures, or detrimental comments in the presence of children.
- Respond with negativity or sarcasm.
- Engage in situations that may appear improper.
- Jump to conclusions without evidence.

Photography and Videos

Official photographs and videos may be used to promote Brass Rascals and/or Uckfield Concert Brass on our website, social media, brochures, or newspaper articles, in compliance with the Online Safety Act 2023. Parents will be provided with a consent form to opt out if they do not wish their child's images to be used. All media will be stored securely and used only for approved purposes.

Responding to Suspected Abuse

If abuse is suspected or reported, we will:

- Investigate concerns sensitively, reassuring the child and offering support.
- Follow reporting guidelines from East Sussex Safeguarding Children Partnership and refer concerns to the Single Point of Advice (SPOA).
- Maintain confidentiality, sharing information only with relevant authorities (e.g., SPOA, police) as part of our duty of care.

Safeguarding Officer

Brass Rascals has appointed June Card as the Safe-guarding Officer and Julie Playford as an Independent Adult to coordinate and monitor this policy. The Safeguarding Officer

is trained in line with Keeping Children Safe in Education (2024) and acts as the focal point for reporting concerns. Contact: June Card. Email: junemcard@gmail.com

Members must report welfare concerns immediately to the Safeguarding Officer, who will ensure appropriate action is taken. An incident report form (Appendix 1) is available for recording concerns.

Training and Compliance

All band leaders, chaperones, and volunteers working with children undergo safeguarding training aligned with Keeping Children Safe in Education (2024) and hold Enhanced DBS checks. The Safeguarding Officer ensures compliance with procedures, including maintaining a 1:12 chaperone-to-child ratio during activities, as required for BOPA compliance.

Safeguarding Audit Checklist

Is the Safeguarding Officer's identity and reporting procedure known to all members, including those under 18? Y/N

Is it communicated to parents? Y/N

Is it publicly displayed in the band room and published on the website? Y/N

Is the Safeguarding Officer independent of roles like conductor or membership secretary? Y/N

Is parental consent for emergency medical attention obtained for all members under 18? Y/N

Has the organisation formally adopted safeguarding procedures in its constitution? Y/N

Is the Code of Conduct known to all members, volunteers, and parents of members under 18? Y/N

Is the Code of Conduct displayed in the band room and published on the website? Y/N

Signed:

Position: Safeguarding Officer

Date: July 2025

Monitoring and Review

This policy is reviewed annually or when legislative changes occur. The next review is scheduled for July 2026. The Band Committee oversees implementation, and the Safeguarding Officer monitors compliance during rehearsals and performances.

Useful Contacts

Safeguarding Officer: June Card

Phone Number: 07967527487

Email: junemcard@gmail.com

- NSPCC Helpline: 0808 800 5000, help@nspcc.org.uk
- Childline: 0800 1111, www.childline.org.uk
- Police: 101 (non-emergency), 999 (emergency)

References

- Children Act 1989, www.legislation.gov.uk
- Children and Social Work Act 2017, www.legislation.gov.uk
- Online Safety Act 2023, www.legislation.gov.uk
- Working Together to Safeguard Children, 2022, Department for Education
- Keeping Children Safe in Education, 2024, Department for Education

Appendices

- Appendix 1: Incident Report Form (available from the Safeguarding Officer)
- Appendix 2: Safeguarding Audit Checklist (as above)