

Aylesbury Choral Society

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Safeguarding Policy

Last updated: June 2025

Legal Context

The law requires any organisation involving children, young people and/or vulnerable adults (collectively "vulnerable people") to take all reasonable measures to ensure that the risk of harm to their welfare is minimised, and where there are concerns, to share them with the appropriate agencies. The relevant legal requirements arise from: The Children's Act 1989; the Human Rights Act 1998; the Protection of Children Act 1999; the Sexual Offences (Amendments) Act 2006; the UN Convention of the Rights of the Child; the relevant government guidance including: *Safe from Harm 1993*; *Working Together to Safeguard Children 1999*; *Caring for the Young and Vulnerable 2000*.

Aylesbury Choral Society ("the Society") recognises that it is not its role to decide whether or not a child or vulnerable adult has been abused. This is the role of the Social Services department who have legal responsibility or the NSPCC who have powers to investigate child protection concerns under the Children Act.

Commitment to safeguarding

Aylesbury Choral Society ("the Society") believes that a child, young person or vulnerable adult should never experience abuse of any kind. We recognise that we have a responsibility to promote the welfare of all children, young people and vulnerable adults. We are committed to safeguarding the well-being of all children, young people and vulnerable adults we come into contact with and to protecting them from harm.

Good practice

In formulating this policy, the Society has followed the guidance of *Making Music*, the national amateur music performance association, and online advice of the NSPCC.

How the Society operates

The Society is a Registered Charity composed of members. Officers and other members are elected to serve on the Committee, and others may be co-opted onto the Committee from time to time. Rehearsals are run by our self-employed Musical Director or a substitute on occasion, with a professional accompanist. From time to time, the Society organises other events, such as choral workshops and social events.

The Society does not advertise itself as an activity suitable for children or vulnerable adults. Most members of the Society are independent adults. It happens only rarely that a young person or vulnerable adult joins, rehearses and performs with us. There are no employed staff or volunteers who are charged with the care of others.

Who are "vulnerable people"

This policy recognises vulnerable people as:

- Children up to the age of 16 or young people aged 16-18.
- Adults aged over 18 defined as vulnerable by the Safeguarding Vulnerable Groups Act 2006; this might include adults with a learning or physical disability, a physical or mental illness, chronic or otherwise, including an addiction to alcohol or drugs, or reduced physical or mental capacity.

How the Society might work with vulnerable people

Membership is open to those over 16 years of age. We run regular rehearsals for members and put on concerts for the general public. As such, our involvement with vulnerable people may typically take the following forms:

- Young people who become members of the Society and attend rehearsals and concerts.
- Children who take part in a concert, typically as part of a youth choir or as a soloist.
- Children forming part of the audience at public performances given by the Society.
- Young people acting as 'Stewards' and/or 'Hosts' at concerts.

Young people (aged 16-18) are welcome to participate in the Society's activities provided that the young person's parent or guardian provides written consent and the (emergency) contact details requested on the Consent Form available from the Membership Secretary, and takes full responsibility for the young person's transport arrangements to and from venues for rehearsal and performance or other Society activities

Joint Concerts with children (under 16s)

The Society will make appropriate joint working arrangements to ensure that school/youth groups will always be in the care of their teachers and helpers and/or parents who will bear responsibility for the children's welfare at all times.

Children in audiences

It is the responsibility of the parent/guardian or carer to ensure that their child/vulnerable adult is supervised at all times. If a parent/guardian/carers is not personally attending an event with their child/vulnerable adult, this policy requires them to be satisfied that their child/vulnerable adult will be accompanied and adequately supervised by a responsible adult acting on their behalf at all times.

General Principles and Guidelines

This policy applies to all members, staff (whether employees or freelancers), volunteers and anyone invited to perform or work with the Society.

The purpose of this policy is

- to protect from abuse any children, young people and vulnerable adults with whom the Society has any involvement.
- to provide members, staff and volunteers with the overarching principles that guide our approach to the protection of vulnerable people.

Measures for Implementation

1. A copy of this Policy is available on the Society's website and will be drawn to the attention of members at the beginning of each season (year). A copy will be sent to a parent/guardian or carer on request.
2. The Society has appointed a **Designated Person** who has responsibility for safeguarding issues and to whom all queries and concerns relating to safeguarding should be referred in the first instance.
 - a. The Designated Person is **Dr Christopher Dalladay** (Chairman of the Society) who will be identified to vulnerable people as the principal person they should turn to if they have any concerns or queries.

3. Society members or anyone with concerns should report to the Designated Person (or, in their absence, the Membership Secretary), who will take action as described below:
 - a. Obtain and record information from the person expressing concern;
 - b. Assess the information quickly and carefully and ask for further clarification as appropriate;
 - c. Seek medical attention if necessary and/or make a referral to a statutory child protection agency or the police without delay depending on the particular circumstances;
 - d. If in any doubt as to what to do, seek advice from the Social Services;
 - e. Maintain confidentiality as far as possible which means that information may have to be shared (but only with people who need to know about it).
4. To assist in responding appropriately to a child who has a complaint, the Society offers the following strategy:
 - a. Listen carefully.
 - b. Reassure the child that this matter will be disclosed only to those who need to know about it and that they are doing the right thing in telling you.
 - c. Avoid leading questions or closed questions.
 - d. Write down what has been said, with date and time and any names mentioned.
 - e. Tell the child what you are going to do next (in the first instance, report the matter to the Designated Person).
5. A permanent confidential record will be kept of any report.
6. The Policy and procedures will be reviewed annually by the Committee and will be drawn to the attention of members after each review.

Signed by the Chairman on behalf of the Committee

C. G. Dalladay

Date: 6th June, 2025

List of Contacts:

1. The Designated Person is **Dr Christopher Dalladay** (Chairman of the Society)
2. The Membership Secretary is **Mrs Moira Dlugosz**

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