



LITTLEHAMPTON CONCERT BAND CHILD PROTECTION POLICY

GUIDANCE FOR PARENTS AND GUARDIANS OF CHILDREN INVOLVED IN THE BAND *(Children are defined as under the age of 17)*

The Littlehampton Concert Band aims to encourage children to join the Band to improve their musical skills and to enjoy making music with other people. This aim is supported by an agreed policy to create a safe and protective environment for children, where their welfare is respected by all.

In order to fulfil this aim the Band has adopted a Child Protection Policy, copies of which can be obtained from the Hon Secretary of the Band. The document contains the details of how a child may approach a responsible Band officer (a Designated Officer who has been CRB/police checked). The current officers are the Chairman of the Band and two other committee members; their names and contact details are printed on the leaflet of Band details, rehearsal times and performance dates given to all Band members when they join the Band and reissued each half year. If you have any questions about this guidance note or about any other issue concerned with your child, please speak to one of the Designated Officers.

The main principles of the policy document are that a child may approach anyone in the Band that he or she trusts about an incident where they feel they have been mistreated by a Band member or by another person. The Band member approached is advised in the document how to react to such a disclosure and then must contact one of the Designated Officers. According to the circumstances, the Designated Officer may seek advice from an officer of the Social Services, as well as explaining what has happened to the parent or guardian. Obviously we all hope such incidents do not occur, and they are very rare, but it is wise to have procedures in operation to make it possible to act in the child's interests.

The following arrangements are set out in order to avoid problems. Parents and guardians are required to comply with them when their child joins the Band:

1. Your co-operation in continuing your responsibility for your child is essential. You will be asked to provide details about your child when he or she joins the Band, such as age, full address, contact telephone number, health risks, and the arrangements you will make to deliver your child to the rehearsals or performances and the arrangements you will make for his or her collection at the end of these occasions. Details of times of rehearsals and times of start of performances are listed on the twice yearly leaflet and on the Band website. Changes are announced at rehearsals. It is possible for a parent or guardian to sit in at a rehearsal, in order to avoid travelling twice to the venue, but it will depend on the space available.
2. If, exceptionally, you cannot pick up your child at the end of a rehearsal or performance, you have the responsibility of either sending a substitute or of contacting the Director of Music to make other arrangements.
3. In the unusual event of the Band travelling to a performance by road, you will be asked to accompany him or her or to nominate a responsible adult whom you know well to accompany the party. Again, the Director of Music must be informed of this arrangement in advance of the occasion.