

GORLESTON ST. ANDREW'S COMPETITIVE FESTIVAL CHILD PROTECTION POLICY

The safety of children and vulnerable adults is paramount and all, without exception, have the right to protection from abuse. All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately and all the charity's trustees, staff and volunteers have a responsibility to report concerns.

PURPOSE AND FUNCTION OF THE ORGANISATION

The Festival's Mission is to provide a platform for performance of the Arts by amateurs of all ages and abilities, in a competitive but friendly atmosphere. One of our key objectives is to provide an educational element, and to encourage and maintain high standards, through the expertise and integrity of the professional adjudicators we employ.

THE FESTIVAL ENVIRONMENT

The Festival is run by a voluntary Committee, with help from voluntary stewards at Festival time. The Competition Classes are held in the Chapter House of St Andrew's Church, Gorleston, and if necessary, School Choir Classes may take place in St. Andrew's Church. The Chapter House is sited at the Church. There may occasionally be members of the public attending services at the Church while the Festival is in progress. It is the policy of the Festival to inform and involve parents / guardians / carers / and teachers in partnership with Festival personnel to create, as far as reasonably practicable, a caring and safe environment for children and vulnerable adults.

TO WHOM THIS POLICY APPLIES

This policy relates to children under the age of 18 years and those vulnerable adults of any age who are identified to the organiser prior to their arrival at the Festival. This should be done by contacting the address or telephone number at the foot of this document. In recognising the needs of children from all ethnic groups and children who are disabled, the Festival actively seeks to meet needs notified to the Festival by parents / guardians / carers and / or teachers.

FESTIVAL PERSONNEL

Our policy is to recruit and select helpers in accordance with their suitability for the duties of the required areas of responsibility and supervision on the basis of personal recommendation, backed up by appropriate references from two referees. We ensure that they possess, understand and implement our Child Protection Policy in accordance with their defined responsibilities and tasks in their job descriptions. All jobs are reviewed in order to ascertain whether any person will be required to undertake an enhanced disclosure from the Criminal Records Bureau. Stewards will be identifiable by badges bearing the Festival logo, and the person in charge at any time will have a separately identifiable badge and will be made known to those attending at the commencement of each session. Every problem will be seriously considered, documented and dated and concerns may be expressed in a small private area.

PREPARATION FOR ATTENDANCE AT THE FESTIVAL

In order for the Festival to provide the highest level of child protection both during the Festival Classes and at Festival Concerts, the parent must be responsible for making sure that their child under 18 or vulnerable adult is at all times accompanied and adequately supervised by him / herself or a teacher or other suitable adult. In ensuring that parents are aware of their Partnership in our Policy, the Syllabus will include this requirement for parental responsibility in the Festival Rules, thus rendering it a condition of entry. The Rules will refer to the Child Protection Policy which will also be included in the Syllabus. **Note:** If there are special needs which cannot be satisfied by supervision of a parent or teacher these must be made known in writing to the contact person named below. Please also note that our ticket pricing policy for Festival Concerts allows free entry only to children under 18.

PERFORMANCE AREAS

The requirements and Note in the previous paragraph also applies to waiting areas and toilets, and the changing areas if provided, as well as to performance areas.

PHOTOGRAPHS, VIDEOTAPES AND PRESS PHOTOGRAPHY

The use of cameras and video equipment in classes and concerts is strictly forbidden. A Festival photographer, designated by a badge, will take photographs at the prize-winners concerts. If any parent has an objection to their child or vulnerable adult in their care being photographed, they must inform the person named below in writing at least two weeks before the Festival begins so that instructions may be issued. The Festival reserves the right to require that any camera or video brought into a class or concert is left in the safe keeping of the door steward until the performance or concert is over.

THE LEGISLATION AND GUIDANCE 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

POLICY REVIEW

The organisers will constantly review their policy, revising and enhancing it as necessary. In doing this, they will look to the British and International Federation of Festivals for support, and that body, in turn, will look to other agencies for good practice, most notably the NSPCC and Arts Council of England policy guidelines.

CONTACT NAME: Lynne Plaskett Child Protection Policy Officer
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