

Safeguarding Policy

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

1. Purpose and Function of Organisation. Horsham Performers Platform exists to advance the education of the public in music. The festival provides a performance platform for amateur musicians as well as an opportunity to receive educational input from professional musicians.

2. The Festival Environment. Horsham Performers Platform is held in a church building with an adjoining church hall facility for warming up and refreshments. The festival is run by volunteers who endeavour to provide a welcoming atmosphere for participants and as far as reasonably possible, a safe environment for young people and vulnerable adults. To ensure this, it is the policy of our festival to inform parents, guardians, carers and teachers by ensuring that they receive a copy of this policy at the time they are making arrangements to attend our festival.

3. To whom does this policy apply. This policy relates to children under the age of 18 years and members of vulnerable groups of any age whose needs are identified to the festival organisers by parents/guardians/carers and/or teachers prior to their arrival at the festival. This should be done by contacting the address or telephone number at the foot of this document. Our festival actively seeks. Wherever possible, to meet these needs, but must know beforehand in order to prepare support – or to let you know we are unable to help.

4. Festival Personnel. Horsham Performers Platform is entirely run by volunteers known to the committee of the festival and where necessary, CRB checks have been undertaken. The committee keeps records of all volunteers addresses and ensures that all volunteers helpers are issued with a job description, brief of the child protection policy and will be identified by wearing a badge at all times. Any volunteer identified by a badge may be approached in the case of problems and will know who is able to deal with it. Horsham Performers Platform wish to reassure that every problem will be taken seriously, documented and dated and that a private area is available for discussing these concerns if needed.

5. Preparation for attendance at the Festival. Copies of the safeguarding policy will be made available to teachers on the Horsham Performers Platform website and will also be sent out email copies of the syllabus. It is the responsibility of teachers to ensure that this policy has been passed on to all parents/guardians/carers/students attending the festival. It is essential that all ensure that they are satisfied that their children will be accompanied by a responsible adult as the festival volunteers cannot undertake this role. In the case of group entries such as choirs and ensembles, it is the responsibility of the group leader or teacher to make parents aware of the policy and especially the conditions above.

6. Performance, practice, refreshment areas and toilet facilities. The festival cannot accept responsibility for supervising the above areas and urge that parents,

guardians, carers and teachers assume full responsibility for their charges at all times. The festival cannot accept any responsibility for items such as instruments or valuable left unattended.

7. Photographs and video recordings. At no time is taking of photographs or video recordings permitted during the festival. The festival may use accredited press photographers from time to time but this will be in the public arena and permission will be sought from the participant's parent or guardian. It is the responsibility of the parent, guardian, carer or teacher to withdraw any child not wishing to be included in a press photograph.

8. The legislation and guidance that supports this policy. The children Act 1989; The Rehabilitation of Offenders Act 1974; 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; The Vulnerable Groups Act 2006.

9. 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.

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