

# Child Protection Policy - KaMYM Trust

(updated August 2023)

Updated: August 2023

To be reviewed annually at the AGM, beginning in November 2023, and at this meeting each year all Trustees will be refreshed as to the policy contents and their responsibilities.

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## Introduction

The Trust's (Trustees or representatives) interaction with children is minimal. In the case of young musicians under the age of 18 applying for help from the Trust our dealings are with their parents/carers.

It is our general practice that, for concert events organised by the Trust, any child performers will be accompanied by a parent/carer at all times.

For occasions which include performances by young people a BOPA will be in place and implemented unless the KCC Children's Employment and Entertainment Officer (currently Emma Hunter) advises it is unnecessary. We would need 21 days to ensure we have a BOPA in place if needed.

Nevertheless...

The Kent and Medway Young Musicians Trust has a moral and legal obligation to ensure that, when given responsibility for children, all Trustees or our agents, parents/legal guardians and volunteers accept their responsibilities to safeguard children from harm and abuse.

Therefore...

This Child Protection Policy is in place to ensure that everyone follows procedures to protect children and reports any concerns about their welfare to appropriate authorities.

There are three elements to our policy:-

- Prevention through awareness of each individual child's needs.
- Definitions of Child Abuse and Neglect
- Procedures for identifying and reporting cases or suspected cases of abuse.

The aim of the policy is to promote good practice, providing children and young people with appropriate safety/protection whilst in the care of The Kent and Medway Young Musicians Trust and to allow Trustees and our agents to make informed and confident responses to specific child protection issues.

## Prevention

We recognise that the "entertainment industry" can be a very "adult" environment and we expect that all Trustees and our agents, parents/legal guardians, volunteers and anyone else who comes into contact with children behave in an appropriate manner at all times, and remember that "The Welfare of the Child is Paramount".

### **The Kent and Medway Young Musicians Trust will therefore:-**

- The Trust requires Enhanced DBS certificates, that must be no more than three years old and must also state DBS Children's Barred List Information, for all Trustees at entry point. The certificate will be considered valid for the next five years. The Trust will accept certificates from other organisations and the Trust will commission and fund Enhanced DBS checks, for those Trustees who do not have a current DBS certificate, via an appropriate third party organisation.
- Appoint the Designated Officers for child protection and safeguarding to compile a list of all Trustees' DBS details including full name, date of birth, certificate number, and date of issue; and to remind Trustees when their DBS certificate is due for renewal.
- Act within the Children's Act 1989 & 2004
- Act within The Children (Performances and Activities) (England) Regulations 2014
- Inform and remind parents/carers that their child is their responsibility at all times and will need constant supervision. (Parents must only have responsibility for their own child.)
- Obtain written video permission from parents/carers for recorded performances.
- Establish and maintain an ethos where children feel welcomed and familiar with their environment and are informed of personal (toilets, dressing rooms etc.) and emergency arrangements (fire exits, meeting points etc.) and any Health and Safety Procedures (Dangerous equipment, First aid etc.)
- Inform each child about the appropriate person or people to whom they should

Speak if they have any questions, problems or concerns.

- Ensure that all children are treated with respect and dignity and are treated as individuals.
- Always work in an open environment, e.g. avoiding private or unobserved situations and unnecessary physical contact with children.
- Recognise the individual needs of the child, e.g. recognising when a child may be tired and may need a break.
- Ensure that, as well as Trustees, all our agents, e.g. masterclass leaders and accompanists, coming into close contact with a child are DBS checked or are accompanied by an Enhanced DBS certified Trustee at all times in addition to the child's parent/carer.
- Ensure that all our agents, e.g. venue crew and staff, who don't necessarily have close contact with children but who are assisting at an event are aware of their conduct around children.

## Definitions of Child Abuse and Neglect

A child is abused or neglected when somebody inflicts harm, or fails to act to prevent harm. A child or young person up to the age of 18 years can suffer abuse or neglect and require protection.

- Physical Abuse - May involve hitting, shaking, throwing, poisoning, burning or scalding, drowning or suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates or induces illness in a child whom they are looking after.
- Sexual Abuse - Forcing or enticing a child/young person to take part in sexual activities, whether or not they are aware of what is happening, may involve: physical contact, including penetrative or non-penetrative acts; non-contact activities, such as involving children in looking at, or in the production of pornographic material or watching sexual activities; or encouraging children to behave in sexually inappropriate ways.
- Neglect - Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. It may involve a parent or carer failing to provide adequate food, shelter and clothing, failing to protect a child from physical harm or danger, or the failure to ensure access to appropriate care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.
- Emotional Abuse - The persistent emotional ill-treatment of a child such as to cause severe and persistent adverse effects on the child's emotional and behavioural development. It may involve conveying to the child that they are worthless or unloved, inadequate, or valued only in so far as they meet the needs of another person. It may feature age and developmentally inappropriate expectations being

imposed on children. It may involve causing children to feel frightened or in danger, for example witnessing domestic abuse within the home or being bullied, or the exploitation or corruption of children.

Some level of emotional abuse is involved in all types of ill treatment of a child, though it may occur alone.

## Legislation, Policy and Guidance

The Kent and Medway Young Musicians Trust will adhere to the relevant legislation when working with children and young people under the age of 18 years as outlined in the following:

- Children Act 1989
- Children Act 2004
- Working Together to Safeguard Children 2015

## Suspicion of Abuse

If you see or suspect abuse of a child, immediately make this known to the Designated Officer responsible for child protection.

## Disclosure of Abuse

If a child tells you that they, or another child or young person is being abused:-

- Always stop and listen straight away, show that you take their allegations seriously.
- Encourage the child to talk, but do not ask leading questions, interrupt or ask the child to repeat itself.
- Never promise that you will keep what is said confidential or secret – explain that if you are told something of concern that you will need to let someone know but that you will only tell the people who need to know and can help.
- Record what you have been told accurately and as soon as possible. Use the child's own words. Make a note of the time, location, whether anyone else present and of the child's demeanour.
- Ensure that your concerns are reported immediately to the designated individual/manager.
- Do not confront the alleged abuser.

## Handling Allegations

- If a child makes an allegation against a Trustee or our agents it must be reported

as a matter of urgency to the Designated Officer for child protection (see below) who will refer to the Social Services Department for Children's Services. If the allegation is against a Designated Officer, then the information should be reported to the alternative Designated Officer (see below) or directly to the Social Services Department for Children's Services. (This would generally be referred to the authority in which the alleged incident took place, therefore either to Kent County Council or Medway Council. Contact details - see below.)

- The alleged perpetrator should not be made aware of the allegation at this point.

## Recording

- In all situations, the details of an allegation or reported incident must be recorded. Make accurate notes of time, dates, incident or disclosure, people involved, what was said and done and by whom, action taken to investigate, further action taken e.g. suspension of individual and if relevant: reasons why the matter was not referred to a statutory agency, name of person reporting and to whom it was reported. The record must be stored securely and shared only with those who need to know.
- DO NOT worry that you might be mistaken; you have a responsibility to pass on your concerns following a disclosure. Never think abuse is impossible, or that an accusation about a person you know well and trust is bound to be wrong. IT IS YOUR DUTY TO REFER CONCERNS ON, NOT TO INVESTIGATE.

# The KaMYM Trust Designated Officers for Child Protection and Safeguarding

Name: Andrew Millest

Position in KaMYM Trust: Trustee

Phone: 07806715195

Email: [safeguarding@kamymtrust.org](mailto:safeguarding@kamymtrust.org) OR [andy.millest@kamymtrust.org](mailto:andy.millest@kamymtrust.org) in the event of an allegation being made against Jennifer Bennett.

Name: Jennifer Bennett

Position in KaMYM Trust: Trustee, Webmaster & Communications

Phone: 07720215502

Email: [safeguarding@kamymtrust.org](mailto:safeguarding@kamymtrust.org) OR [webmaster@kamymtrust.org](mailto:webmaster@kamymtrust.org) in the event of an allegation being made against Andrew Millest.

## Kent County Council - Contact Details

- Call 03000 41 11 11 (text relay 18001 03000 41 11 11)
- email [social.services@kent.gov.uk](mailto:social.services@kent.gov.uk)

If you think someone is in danger, this is an emergency, call the police on 999.

If it is not an emergency you can phone us:

- during the day on 03000 41 61 61
- at night on 03000 41 91 91

Visit the Kent Safeguarding Children Multi Agency Partnership [website](#) if you're worried about a child.

## Medway Council - Contact Details

Tel: 01634 334466

Out of hours - Tel: 03000419191

Local Authority Designated Officer - Tel: 01634 331065

Designated Nurse for Safeguarding Children Medway and North Kent -

Tel: 01634 335043