Peebles Orchestra acknowledges the duty of care to safeguard and promote the welfare of children and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and OSCR requirements.

The policy recognises that the welfare and interests of children are paramount in all circumstances. It aims to ensure that regardless of age, ability or disability, gender reassignment, race, religion or belief, sex or sexual orientation, socio-economic background, all children

* have a positive and enjoyable experience of music and music making at Peebles Orchestra in a safe and child friendly environment
* are protected from abuse whilst participating in making music or engaging with educational sessions with the orchestra, interacting with adult and other child orchestral members, or outside of the activity.

Peebles Orchestra acknowledges that some children, including disabled children and young people or those from ethnic minority communities, can be particularly vulnerable to abuse and we accept the responsibility to take reasonable and appropriate steps to ensure their welfare.

As part of our safeguarding policy Peebles Orchestra will

* promote and prioritise the safety and wellbeing of children and young people
* ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people
* ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern
* ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored
* ensure robust safeguarding arrangements and procedures are in operation.

The policy and procedures will be widely promoted and are mandatory for everyone involved in Peebles Orchestra. Failure to comply with the policy and procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation.

**Monitoring**

The policy will be reviewed a year after development and then every three years, or in the following circumstances:

* changes in legislation and/or government guidance
* as required by the Local Safeguarding Children Board and OSCR.
* as a result of any other significant change or event.

Code of conduct for orchestra members:

Peebles Orchestra is committed to the education of the public in the art and science of orchestral music. It also aims to encourage the study of music and its performance. This applies to both adults and children. Where we refer to “children” or “child” we mean any person under the age of 18.

Peebles Orchestra wishes to include teaching children and young people in its annual activities, and as such, when we are working with children we would like you to:

* Implement our child safeguarding policy and procedures.
* Report any concerns about or allegations of abuse or poor practice to a committee member.
* Listen to any concerns that parents or young people might have.
* Consider your behaviour – do not engage in any behaviour that constitutes any form of abuse.
* Respect your position of trust and maintain appropriate boundaries and relationships with young people.
* Keep any coaching and safeguarding training up to date (committee child protection officers only).
* Respect children’s trust and rights whilst being honest and open with them.
* Champion everyone’s right to take part and celebrate difference in our orchestra and not discriminating against anyone regardless of gender, race, sexual orientation or ability.
* Stop playing if an injury happens and report this to a committee member for administration of appropriate first aid and/or calling for further help.
* Use constructive and positive methods of developing children’s skills without humiliating or harming them.
* Challenge and address instances of poor, negative, aggressive or bullying behaviour amongst young people.
* Lead by example when it comes to good musicianship and positive behaviour and ensure our orchestra remains a friendly and welcoming place to make friends and music.

Based on NSPCC code of conduct [www.thecpsu.org.uk](http://www.thecpsu.org.uk)

Child protection procedures.

Making sure all activities and events are run safely

1. Members of Peebles Orchestra recognise the adults within the orchestra. Any unknown adults should be reported to a member of the committee.
2. The adult to child supervision ratio will be at most 1:10 to ensure child safety.
3. No adult will ever be left alone with a child. All activities with children should occur in a group setting.
4. There will always be at least 2 adults working with children at all times.
5. Members of Peebles Orchestra will ensure that they are never in a 1:1 situation with a child.
6. At all times children will be treated with respect, both physically and verbally in keeping with the orchestra code of conduct.
7. All physical contact between children and adults must be safe and appropriate and if physical contact is necessary, permission should be gained from the adult and explanation give as to the purpose of the contact.
8. A register of all children who are taking part in activities with the orchestra will be kept. This will include parent’s contact details in case of emergency.
9. Parents will provide written consent to their child taking part in activities with the orchestra for each activity.
10. At the end of any event, children will not leave until the responsible adult has made themselves known to a member of the committee.
11. Children who wish to make their own way home, must have written permission from their parents.

Taking, storing and sharing photographs and images of children

1. Taking photos of children will be requested as part of the orchestra’s promotion and publicity.
2. Permission must be sought from parents/guardians of the children before photos, film or other images are taken or published.
3. Members of Peebles Orchestra will not publish images on social media without a parents consent and any images that member wish to share must be viewed by a committee member prior to publication.

Responding to concerns about a child’s welfare

1. If any person related to the orchestra suspects or witnesses abuse, it is their duty to report it to the lead safeguarding officer or member of the committee.
2. This information regarding abuse will remain in strict confidence, in order to protect the interests of the child. Therefore any members should only share the information within the appropriate professional context.
3. If any child discloses abuse to a member of the orchestra, it is their duty to report this to the lead safeguarding officer or member of the committee.
4. The child will not be interviewed further by any member of the Orchestra. Never promise confidentiality to the child when there is the possibility of abuse.
5. Each orchestra member has a responsibility to report concerns to the appropriate authorities through the child protection lead/committee member but not to investigate them further.

In the event of suspected/disclosed abuse:

The safeguarding lead will then fill in a safeguarding incident report form and determine route to be taken.

* 1. If conduct is felt to be inappropriate or fails to comply with child protection policy or the code of conduct for orchestra members, this adult will be counselled and consideration of dismissal from the orchestra will occur.
  2. If conduct is felt to be child abuse or criminal in nature, referral to the appropriate agencies will occur. This will be the police if the child is felt to be in danger of imminent physical harm or Children’s social work otherwise.
  3. Consider discussion with the NSPCC helpline or Childline if advice is required.
  4. Where to go for further support/help:
     1. NSPCC: 08088005000 or [help@nspcc.org.uk](mailto:help@nspcc.org.uk)
     2. Childline: free confidential helpline for children who have concerns: 0800 1111
     3. Children first (Scotland): 0131 446 2300 email: [info@children1st.org.uk](mailto:info@children1st.org.uk) Website: <https://www.children1st.org.uk/>
     4. Social Work offices
     5. Scottish Borders children’s services: Unit 8, Langlee Complex, Marigold Drive, Galashiels. TD1 2LP. Tel: 01896662787 (01896 752111 – out of hours).
     6. Peebles Social Care and Health Local Office, Council Offices, Rosetta Road, Peebles EH45 8HG  
        01721 726355 ? for adults?

Disclosures Scotland Scheme

1. Adults who will be primarily responsible for organising or coordinating orchestra activities which involves children (i.e. the orchestra committee) will be asked to apply for a Disclosures Scotland check.
2. This will be a standard disclosure.
3. Disclosures will be sought through the Protecting Vulnerable Groups Scotland scheme.