

THE BRITISH FLUTE SOCIETY

Children and Vulnerable Adults Protection Policy

January 2016

Below you will find details of The British Flute Society's policy on children and vulnerable adults protection at BFS events. We hope you will find it informative and helpful. If you do have any queries, please contact the Secretary.

While attending an event, it is the responsibility of all parents, guardians or carers to ensure the safety of their children or charges. This policy should be read by all such parents / guardians / carers. Any questions should be addressed to the Secretary at the address given below, before attendance at an event.

1. Objectives of the British Flute Society

The British Flute Society ("BFS") is a registered charity (register number 326473). Its aim is to advance the education of the public in the art and science of music and in particular the art and science of flute playing.

2. Events

In order to carry out its objectives, the BFS from time to time organises events. These include but are not limited to: the BFS International Conventions, Flute Playing Days, Masterclasses and Competitions for professional and amateur players, both adults and children. In this policy, all such activities are called "BFS Events". Any of these events may involve the participation of children under the age of 18.

3. Environment of BFS Events

The BFS is committed to providing a safe environment for children at any event that they attend or in which they participate, and acknowledges that the welfare of each child is paramount. All members of the BFS Council are aware of the Society's Children and Vulnerable Adults Protection Policy and endorse it.

It is the policy of the BFS to inform and involve parents, guardians and carers in partnership to create, as far as is reasonably practicable, a safe environment at each BFS Event. Events will be held in hired venues, and will be run by members of the Council of the BFS and other volunteers. Adjudicators and official accompanists provide their services on a professional basis.

At any BFS Event, responsibility for the supervision of children attending in any capacity lies with parents, guardians and carers who should ensure that their children are accompanied and supervised by responsible adults acting on their behalf at all times.

Audiences at BFS Events comprise people of all ages including children. Performers must ensure that all works being performed are suitable for this audience and do not include material that is inappropriate to children.

4. Policy Application

The BFS Children and Vulnerable Adults Protection Policy applies to anyone who is under the age of 18 who attend or participate in any of the Society's events, or who act as volunteer helpers in any of its administrative functions. It also includes vulnerable adults of any age who are identified to the Secretary before their arrival at a BFS Event. It applies to all members of the Council, employees, volunteers, and

any artists and tutors engaged by the Society to participate in any of its events involving children.

The BFS believes that all children without exception have the right to protection from abuse regardless of gender, ethnicity, disability, sexuality or beliefs. The BFS also seeks to meet the needs of children from minority ethnic groups and children with disabilities provided that these needs are notified to the Secretary in advance.

5. Event Organisers and Stewards

The BFS relies mainly on volunteers to carry out its work. Personnel on duty at a BFS Event will be chosen by the Council and will wear official BFS badges showing their name and designation. The Secretary will maintain a register of all volunteers. In addition, members of the Council and any additional stewards will wear badges. Anyone with a problem or concern may approach anyone wearing a badge, and will be directed to the person responsible for dealing with it. All problems will be handled sympathetically and will be documented and dated.

6. Preparation for attendance at a BFS Event

It is the responsibility of the parent, guardian or carer to ensure that their children are supervised at all times. If a parent/guardian/carer is not personally attending the Event with their children, this policy requires them to be satisfied that their children will be accompanied and adequately supervised by a responsible adult acting on their behalf at all times. A copy of this policy will be sent to each parent/guardian/carer before the Event upon request, and will also be available on the BFS website (see below).

Teachers submitting entrants to Events must ensure that the parent/guardian/carer of their pupils receives a copy of this policy and is aware of the need to ensure appropriate supervision. In the case of those attending on school regulated outings it will be the responsibility of the school authorities to ensure that the relevant permissions have been obtained.

7. Performance and Practice Areas

Members of the Council and stewards are in attendance at all Events but are not responsible for the supervision of toilets, changing rooms and refreshment areas. It is the responsibility of parents/guardians/carers to supervise children or vulnerable adults.

8. Photography

Members of the audience are not permitted to take any form of photograph or make any kind of video or audio recording in performance areas. Photographs may be taken only by representatives of the BFS or Press by invitation. Where parents/guardians/carers do not want photographs to be taken of their children, they are responsible for ensuring that their children are not included.

9. Legislation and Guidance supporting Child Protection Policy

The Children Act 1989 and 2004; Safeguarding Vulnerable Group Act 2006; Protection of Freedoms Act 2012; The Police Act 1997; Children and Families Act 2014; Education Act 2002; Education Act 2011; Children and Young Person Act 2008; Equality Act 2010; Rehabilitation of Offenders Act 1974 (Exceptions) (Amendment) Order 2002; The Data Protection Act 1988; The Human Rights Act 1998; The Protection of Children Act 1999; The Criminal Justice and Court Services Act 2000.

10. Responsibility of the BFS

Page 2 of 3

THE BRITISH FLUTE SOCIETY CHILDREN AND VULNERABLE ADULTS PROTECTION POLICY

The BFS is a voluntary organisation with no statutory responsibility to investigate allegations of child abuse. It has, however, responsibility to refer any concerns regarding the safety of a child to the appropriate agency for investigation. The welfare of children is paramount at all times. Any concern about a child or vulnerable adult directly relevant to attendance at a BFS Event will be referred to the Chairman or Secretary who will take appropriate action.

In the case of an emergency, the Chairman or Secretary will ensure that medical attention is received or the police alerted as appropriate. The police have the power to act immediately to protect a child or vulnerable adult.

All information regarding a child or vulnerable adult and their family is confidential and should only be disclosed to the Chairman or Secretary in order to assess any action to be taken as a result of the concern. Any disclosures of confidential information can only be undertaken with the express permission of those concerned except where it is considered necessary for the protection of a child, in which case information will be shared with the appropriate authority.

11. Policy Review

The Council of the BFS will constantly review this policy, improving it and enhancing it as necessary.

24 January 2016