

# **ST ALBAN'S PLAYERS**

## **CHILD & VULNERABLE ADULT SAFEGUARDING POLICY**

### **Policy Statement**

It is the policy of St Alban's Players (SAP), that the welfare of children is paramount regardless of age, culture, disability, gender, language, racial origin, religious beliefs and/or sexual identity, and that they have the right to protection from physical, sexual and emotional abuse. Children are legally defined as being under the age of 18 years.

SAP also acknowledges its responsibility in respect of adults deemed to be vulnerable. A vulnerable adult is someone aged 18 years or over who is, or may be, in need of community care services by reason of mental health or other disability, age or illness and is, or may be, unable to take care of themselves or protect themselves against significant harm or exploitation. There are no hard and fast definitions of what makes an adult vulnerable. All Players must prioritise the well-being and safety of everyone in the club. If they have concerns about any potentially abusive behaviour or relationships within the club, regardless of who is involved, they should report them to the Safeguarding Officer.

SAP is committed to safeguarding the welfare of all children and vulnerable adults. It recognises its responsibility to take all reasonable steps to promote best practice and to protect children and vulnerable adults from harm, abuse and exploitation. SAP acknowledges its duty to act appropriately regarding any allegations, reports or suspicions of abuse.

### **SAP's Committee will therefore:**

- Ensure that members working with children and vulnerable adults understand their legal and moral obligations to protect them from harm, abuse and exploitation.
- Make the Safeguarding Policy available on the Players' website and display contact email and telephone.
- Include the policy at the Players' AGM – as a reminder to members and to tell them of any changes following the policy's annual review.
- Develop best practice in providing a safe and secure environment
- Ensure that members understand their obligation to report concerns or inappropriate conduct towards a child or vulnerable adult, to SAP's Safeguarding Officer.
- Appoint a named safeguarding contact for each production to respond to any concerns. This will usually be the producer or director's assistant. Ensure everyone involved in the production – including children's families – is aware of who the contact is. The safeguarding contact will liaise closely with the Safeguarding Officer.
- Ensure that the Safeguarding Officer understands their responsibility to refer any child protection or vulnerable adult concerns to the appropriate statutory agencies, e.g. Police and/or Children/Adult Social Care.
- Ensure that written permission is received from parents/carers for their child to engage in SAP activities, and that information is provided by them in relation to specific needs of the child, e.g. medical, allergies, special educational needs.

## **SAP members will adhere to the following best practice:**

- Report any incidents or issues regarding the safety of children or vulnerable adults to the production contact or the Safeguarding Officer.
- Work whenever possible in an open environment.
- Treat all children and vulnerable adults equally and with respect and dignity.
- Always put the welfare of the child/vulnerable adult first.
- Maintain a safe and appropriate distance/relationship with children and vulnerable adults.
- Make performing fun, enjoyable and promote fair play.
- Ensure that all material, e.g. scripts/scene content, is age/ability appropriate and never make a child or vulnerable adult feel uncomfortable, concerned or exploited.
- Ensure that where children/vulnerable adults are photographed or filmed it is in an appropriate setting and within the context of the production.
- Always aim to speak in a positive manner, remembering that building confidence and ensuring the child or vulnerable adult is having a positive experience is the main aim.
- Keep a written record of any injury/accident that occurs, along with details of any treatment given in an accident report book, and notify parents/carers.
- Never offer or allow the transport of unescorted children or vulnerable adults.
- Facilitate involvement of parents/carers, particularly in chaperone duties and make the safeguarding policy available to them.

## **Suspension of membership**

- The Safeguarding Officer/Committee will make an immediate decision about whether a SAP member, who has behaved/been accused of behaving inappropriately, should be temporarily suspended from the Players, pending further enquiries.
- Irrespective of the findings of Children's/Adult Services or the police, the Safeguarding Officer and Committee will assess whether a suspended member should be reinstated. In such cases, the decision will be based upon available information and whether the organisation can manage the risk that person may pose to its members. The welfare of children, vulnerable adults and the general membership will remain paramount.

## **Confidentiality**

Confidential, detailed and accurate records of all safeguarding concerns will be maintained and securely stored, in compliance with General Data Protection Regulation.

The SAP Safeguarding Officer is:

Andrea Pleasant, [safeguarding@stalbansplayers.co.uk](mailto:safeguarding@stalbansplayers.co.uk), tel: 0117 9624 185

Policy approved at Committee

Dated 16<sup>th</sup> June 2021