



CHILD PROTECTION POLICY

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1. INTRODUCTION

Hertfordshire Music Service (The Service) fully recognises the responsibility it has under Section 175 of the Education Act 2002 and the Counter-Terrorism and Security Act 2015 (Section 26) to have arrangements in place to safeguard children and to have due regard of the need to prevent people from being drawn into terrorism. The Service will ensure that staff are vigilant about radicalisation and are able to identify students who may be at risk.

Safeguarding is defined as protecting children from maltreatment; preventing impairment of children's health or development; ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and taking action to enable all children to have the best outcomes.

Radicalisation is defined as the act of process or making a person more radical or favouring of extreme or fundamental changes in political, economic or social conditions.

The Service will ensure that staff are trained to report any concerns about extremism using normal safeguarding procedures. All the Service's Designated Senior Persons (DSPs) will undertake Prevent Awareness Training and will be able to make appropriate referrals.

The Service supports OFSTED's values of: – 'Democracy, the rule of law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs.' (School Inspection Handbook Sept 2015)

Through their day-to-day contact with pupils, staff in the Service have a crucial role to play in noticing indicators of possible concern and making appropriate referrals.

This policy sets out how the Service discharges its statutory responsibilities and is part of a set of documents relating to its safeguarding responsibilities which are available on the Service's web site (also available in hard copy) plus the "Handbook and Code of Conduct for Instrumental and Vocal Teachers".

The Service follows the procedures established by the Hertfordshire Safeguarding Children Board.

This policy will be reviewed annually by The Service and will be implemented through the Service's induction and training programme. Compliance with the policy will be monitored by the Head of Service and DSPs.

2. STATUTORY FRAMEWORK

In order to safeguard and promote the welfare of children, The Service acts in accordance with the following legislation and guidance:

- *The Children Act 1989*
- *The Children Act 2004*
- *Education Act 2002 (section 175)*
- *Hertfordshire Safeguarding Children Board Inter-agency Child Protection and Safeguarding Children Procedures*
- *Safeguarding Children and Safer Recruitment in Education (DfES 2006)*
- *Working Together to Safeguard Children (HM Government 2015)*
- *The Education (Pupil Information) (England) Regulations 2005*
- *Dealing with Allegations of Abuse Against Teachers and Other Staff (DfE 2011)*
- *Keeping Children Safe in Education (March 2015)*
- *Counter-Terrorism & Security Act 2015 (Section 26)*

To comply, The Service:

- Follows the procedures established by the Hertfordshire Safeguarding Children Board;
- Ensures Staff can recognise, and are alert to, signs of abuse and radicalisation;
- Ensures staff are aware of the procedures for handling suspected safeguarding issues, including those to be followed if a member of staff is accused or suspected of abuse, or promoting radicalisation;
- Ensures DSPs receive appropriate training and have responsibility for co-ordinating action and liaising with the appropriate agency;

3. RESPONSIBILITIES

The Service will ensure that:

- It has Designated Senior Persons (DSPs) for Child Protection, who receive refresher training at two yearly intervals to keep their knowledge and skills up to date and who take advice and guidance from a child protection specialist
- The Child Protection Team at County Hall is notified of the Service's DSPs and kept informed of any changes in personnel
- Staff know the names and roles of the Service's DSPs
- Staff undertake regular safeguarding training, including identifying indicators of abuse and neglect, knowledge of safe working practice and an understanding of their role and responsibilities.
- Staff are aware of and have access to a copy of this policy and other relevant documents
- Staff adhere to a strict confidentiality policy and will disclose information about a pupil on a need-to-know basis only
- New and temporary Staff receive a safeguarding children induction
- HMS will work with relevant agencies and co-operate on child protection matters
- HMS operates within the legislative framework and recommended guidance.

4. PREVENTING UNSUITABLE PEOPLE WORKING WITH CHILDREN

- The Service will operate safe practices including ensuring appropriate DBS and reference checks are undertaken according to Safeguarding Children and Safer Recruitment in Education
- The Service will ensure that any disciplinary proceedings against staff relating to child welfare matters are concluded in full even when the member of staff is no longer employed at the Service and that notification of any concerns is made to the relevant authorities and professional bodies and included in references where applicable
- The Service will ensure that all staff are aware of the need for maintaining appropriate and professional boundaries in their relationships with pupils and parents. Further information can be found in the "Safeguarding Guidelines for Instrumental and Vocal Teachers".
- The Service will ensure that all staff are aware that sexual relationships with pupils under 18 years of age are unlawful and could result in legal proceedings being taken against them under the Sexual Offences Act 2003 (Abuse of position of trust)

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