

# Chiswick Brass Festival Safeguarding Policy

## 1. Introduction

The Chiswick Brass Festival is committed to ensuring a safe and inclusive environment for all participants, particularly children and vulnerable adults. This safeguarding policy outlines the procedures and responsibilities for protecting individuals from harm.

## 2. Safeguarding Lead

- The festival will appoint a Designated Safeguarding Lead (DSL).
- The DSL will act as the point of contact for any safeguarding concerns.

## 3. Code of Conduct for Staff, Tutors, and Adjudicators

All festival staff, tutors, and adjudicators must:

- Adhere to professional boundaries at all times.
- Never be alone with a child in a private setting (all lessons, auditions, and masterclasses must take place in open or public spaces).
- Use appropriate language and behaviour when interacting with children.
- Report any safeguarding concerns to the DSL immediately.

## 4. Supervision and Chaperoning

- All children under 18 must be supervised at all times during festival activities.
- Schools or parents must provide chaperones where required.
- Any festival-provided chaperones must have an Enhanced DBS check.

## 5. DBS Checks and Safe Recruitment

- All festival staff, tutors, and adjudicators must have an Enhanced DBS check or be supervised at all times.
- No unvetted adults will be allowed unsupervised access to children.

## 6. Parental Consent and Emergency Contacts

- All participants under 18 must have written parental consent before attending the festival.
- Emergency contact details and relevant medical information must be provided.

## 7. Photography & Media Policy

- Written consent will be obtained from parents/guardians before any photos or videos are taken.
- Unauthorised photography by audience members will not be permitted.

## **8. First Aid & Emergency Procedures**

- At least one trained first aider will be present at festival events.
- All festival staff must be aware of the emergency contact and medical procedure protocols.

## **9. Reporting Safeguarding Concerns**

- Any concerns regarding child safety must be reported to the DSL immediately.
- If necessary, the DSL will escalate concerns to the Local Authority Designated Officer (LADO) or police.