



<b>Process:</b>	Safeguarding	<b>Issue Date:</b>	08/07/2025
<b>Risk Assessments:</b>	WABB-RA-001 Rehearsal Venue WABB-RA-002 External Activities	<b>Documents:</b>	Child performance and activities licensing legislation in England BandSafe (BBE)

## OVERVIEW & PURPOSE

- 1.1** The Wardle Anderson Brass Band and The Community Band is committed to providing an environment in which all children and young people participating in its activities have a safe and positive experience.

*“The Wardle Anderson Brass Band and The Community Band” hereinafter referred to as Wardle Anderson Brass.*

We have adopted the Brass Band England - BandSafe safeguarding advice, which can be viewed and downloaded from the Brass Band England website ([bbe.org.uk](http://bbe.org.uk)). Our Wardle Anderson Brass safeguarding policy is one where we accept that good safeguarding and fair play is paramount for all young people associated with the band.

- 1.2** This policy applies to all members, volunteers or anyone working on behalf of Wardle Anderson Brass.

- 1.3** The purpose of this policy is to:

- Protect children, young people and adults with care and support needs who are members of the band or connected to the band in some other way.
- Provide staff and volunteers with the overarching principles that guide our approach to child protection.

- 1.4** Wardle Anderson Brass believes that a child, young person or adult with care and support needs should never experience abuse of any kind. We have a responsibility to promote the welfare of all children, young people and adults at risk and to keep them safe. We are committed to practise in a way that protects them.

## DEFINITIONS

- 1.5 Adult at Risk (Previously known as Vulnerable Adult):**

Most recent thinking, including that of the Law Commission who reported in May 2011, is that it would be preferable to refer to “adults at risk”. This reflects the preference of people with disabilities that the emphasis should be on the circumstances adults find themselves in, rather than on the individual’s disability, which may or may not in itself make them “vulnerable”.

The Department of Health (2000) defines a vulnerable adult as a person who:

- is aged 18 years or over;
- may be in need of community care services by reason of mental or other disability, age or illness;
- is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation.



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**1.6** **Child maltreatment** includes neglect, physical, sexual and emotional abuse and fabricated or induced illness.

**1.7** **Abuse:** Any act or failure to act, which results in a significant breach of a vulnerable person's human rights, civil liberties, bodily integrity, dignity or general well-being, whether intended or inadvertent, including sexual relationships or financial transactions to which a person has not or cannot validly consent or which are deliberately exploitative.  
(Safeguarding Adults and Children with Disabilities against abuse: Council of Europe 2002)

## LEGAL FRAMEWORK

- 1.8** This policy has been drawn up based on law and guidance that seeks to protect children and adults at risk, namely:
- i. Children Act (1989);
  - ii. United Convention of the Rights of the Child (1991);
  - iii. Data Protection Act (1998) and the subsequent data protection guidance;
  - vi. Sexual Offences Act (2003);
  - v. Children Act (2004);
  - vi. Protection of Freedoms Act (2012);
  - vii. Working Together to Safeguard Children: A guide to inter-agency working to safeguard and promote the welfare of children *HM Government* (2018);
  - viii. The Safeguarding Vulnerable Groups Act (2006);
  - ix. The Human Rights Act (1998);
  - x. The Children and Families Act (2014);
  - xi. Special Educational Needs and Disability (SEND) code of practice: 0 to 25 years. Statutory guidance for organisation which work with and support children and young people who have special educational needs or disabilities *HM Government* (2014);
  - xii. General Data Protection Regulations (European Union) (2017);
  - xiii. Information sharing: advice for practitioners providing safeguarding services to children, young people, parents and carers *HM Government* (2015);
  - xiv. The Care Act (2014);
  - xv. The Care Act (2014) Care and Support Statutory Guidance (*specifically the safeguarding section of this*);
  - xvi. The Mental Capacity Act (2005);



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## POLICY STATEMENT

**1.9** The policy has been written to highlight our recognition that:

- i. the welfare of the child is paramount, as enshrined in the Children Act (1989);
- ii. all children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have a right to equal protection from all types of harm or abuse;
- iii. some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues; and
- vi. working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

**1.10** In addition, bands are aware that they also have safeguarding responsibilities towards adult members, some of whom may be vulnerable at different times in their lives. The principles outlined above in relation to children, also apply to our work with adults. In terms of a legal framework, the arrangements for those over 18 are governed by the Care Act 2014. This Act stipulates that statutory safeguarding duties apply to an adult who:

- i. has care and support needs;
- ii. is experiencing, or at risk of, abuse or neglect;
- iii. as a result of those care and support needs, is unable to protect themselves from either the risk of, or the experience of, abuse or neglect.

**1.11** We will seek to protect children, young people and adults safe by:

- i. valuing them, listening to and respecting them, ensuring that, in the case of adults, we work with their consent unless 'vital interests' [as defined in the Data Protection Act (1998)] are at stake, or the person has been assessed as lacking mental capacity [as defined in the Mental Capacity Act (2005)];
- ii. adopting child protection and adult safeguarding practices through procedures and a code of conduct for all members and volunteers;
- iii. ensuring that our governance arrangements reflect our commitment to safeguarding;
- iv. working to ensure that there is a safe culture within our band;
- v. developing and implementing an effective e-safety policy and related procedures;
- vi. providing effective support and training for volunteers with responsibility;
- vii. recruiting staff and volunteers safely, ensuring all necessary checks are made;
- viii. sharing information about child protection and adult safeguarding with children, parents, volunteers and members;
- ix. sharing concerns with agencies who need to know, and involving parents and children appropriately.



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## GOOD PRACTICE GUIDELINES

**1.12** The following good practice guidelines have been put in place for members and volunteers of the band who play a more active role in the running of the band. In such situations, this naturally leads to working with all members of the band. By following these guidelines, members can protect themselves from safeguarding allegations as well as helping to promote a positive culture.

**1.13** Abuse can arouse strong emotions in those facing such a situation. It is important to understand these feelings and not allow them to interfere with your judgement about the appropriate action to take.

Abuse can occur within many situations including the home, school and the banding environment. Some individuals will actively seek employment or voluntary work with young people or adults at risk in order to harm them. A tutor, band member, teacher or volunteer will have regular contact with young people and can be an important link in identifying cases where they need protection. All suspicious cases of poor practice should be reported.

When a child or adult attends band events having been subjected to abuse outside the banding environment, Wardle Anderson Brass can play a role in improving their self-esteem. In such instances Wardle Anderson Brass must work with the appropriate agencies to ensure they receive the required support.

**1.14** All personnel should be encouraged to demonstrate exemplary behaviour in order to protect themselves from false allegations. The following are common sense examples of how to create a positive culture and climate.



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**1.15** Good practice means:

- i. Always working in an open environment avoiding private or unobserved situations and encouraging open communication. This includes digital environments and means we do not engage in one-to-one emails, texts, Messenger or other private communication with children, young people and adults at risk.
- ii. Treating all children, young people and adults at risk with respect and dignity.
- iii. Always putting the welfare of each child/young person/adult at risk first.
- iv. Maintaining a safe and appropriate distance with children, young people and adults at risk (e.g. it is not appropriate for staff or volunteers to have an intimate relationship with them or to share a room with them, nor should Wardle Anderson Brass members give medication to children, young people or adults at risk unless written permission has been provided by their parent or carer).
- v. Building balanced relationships based on mutual trust and empowering all to share in decision making.
- vi. Making band fun, enjoyable and promoting equality.
- vii. Being an excellent role model – this includes not smoking, using e-cigarettes or drinking alcohol in the company of children and young people. However, due to Wardle Anderson Brass being a mostly adult organisation, this guideline mainly applies in situations where being a role model is critical (i.e. during rehearsals, sectionals, performances, etc.).
- viii. Giving enthusiastic and constructive feedback rather than negative criticism.
- ix. Recognising the developmental needs and capacity of children, young people and adults at risk – and not pushing them against their will.
- x. Securing parental or carer consent in writing to act in loco parentis, if the need arises to administer emergency first aid and/or other medical treatment.

**1.16** Wardle Anderson Brass recognises that bullying of any kind is unacceptable and will not be tolerated. Bullying can cause serious harm to an individual's self-esteem, mental health, and enjoyment of music-making. All members, including children, young people, adults at risk, and volunteers, have the right to participate in a band environment free from bullying.

**1.16a** Bullying may include, but is not limited to:

- i. Physical or verbal abuse
- ii. Emotional intimidation or social exclusion
- iii. Name-calling, mocking or teasing
- iv. Spreading rumours or malicious gossip
- v. Cyberbullying through digital platforms (e.g. messaging apps, social media)



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**1.16b** We will manage incidents of bullying by:

- i. Taking all concerns and allegations seriously and responding promptly and sensitively.
- ii. Ensuring the Welfare Officer is informed of any reports of bullying.
- iii. Recording all incidents clearly, including details of those involved, witnesses, and actions taken.
- iv. Supporting the victim of bullying and offering reassurance and appropriate guidance.
- v. Working with the person accused of bullying to understand the impact of their behaviour and, where appropriate, support change.
- vi. Taking appropriate disciplinary action if necessary, which may include suspension or removal from activities depending on the severity and persistence of the behaviour. *(See Section 6 of The Constitution)*

**1.16c** We are committed to promoting a culture where mutual respect, kindness and inclusion are modelled and upheld by all. All members are encouraged to report concerns as early as possible to help maintain a safe and welcoming environment.

**1.17 Practices never to be sanctioned:**

The following should never be sanctioned. You should never:

- i. Engage in rough physical or sexually provocative games, including horseplay.
- ii. Share a room with a child.
- iii. Allow or engage in any form of inappropriate touching.
- iv. Allow children to use inappropriate language unchallenged.
- v. Make sexually suggestive comments to a child, young person or adult at risk even in fun.
- vi. Reduce anyone to tears as a form of control.
- vii. Allow allegations made by a child, young person or adult at risk to go unchallenged, unrecorded or not acted upon.
- viii. Do things of a personal nature for children, young people or adults at risk that they can do for themselves.
- ix. Invite or allow children or young persons to stay with you at your home unsupervised.

<b>Document Ref:</b>		<b>WABB-OP-SFGRD-001</b>		
<b>Procedure:</b>		<b>Safeguarding Policy</b>		
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## USEFUL CONTACT DETAILS

- 1.18** Welfare Officer: **Sam Townsend (07484 325703)**
- 1.19** Local police: <https://www.gmp.police.uk> (0161 872 5050 - Greater Manchester Police switchboard)
- 1.20** Local authority children's social care department, including out of hours contact:  
**E:** [ehash@rochdale.gov.uk](mailto:ehash@rochdale.gov.uk)  
**T:** 0300 303 0440 (Office hours)  
0300 303 8875 (Out of office hours)
- 1.21** NSPCC Helpline: 0808 800 5000 or [help@nspcc.org.uk](mailto:help@nspcc.org.uk)
- 1.22** ChildLine: 0800 1111 (textphone 0800 400 222) or [www.childline.org.uk](http://www.childline.org.uk)
- 1.23** The Samaritans: <https://www.samaritans.org>
- 1.24** National Domestic Abuse Helpline: <https://www.nationaldahelpline.org.uk>
- 1.25** Local authority adult social care department:  
**E:** [adult.care@rochdale.gov.uk](mailto:adult.care@rochdale.gov.uk)  
**T:** 0300 303 8886 (Office hours)  
0300 303 8875 (Out of office hours)
- 1.26** Brass Band England Safeguarding Officer: 01226 771015

## DECLARATION

### 1.27 Declaration:

On behalf of Wardle Academy Brass, we, the undersigned, will oversee the implementation of the Child/Adult at risk Protection Policy and take all necessary steps to ensure it is adhered to.

**Signed:** [REDACTED]

**Welfare Officer:** Sam Townsend

**Date:** 8 July 2025

- 1.28** This policy and its procedures will be reviewed regularly for improvements as part of our quality assurance requirements.
- 1.29** The following abbreviation(s) have been used in this policy:
- BBE - Brass Band England  
EHASH - Early Help and Safeguarding Hub