



**MARSDEN  
JAZZ  
FESTIVAL**

**JAZZ IN THE  
YORKSHIRE PENNINES**

# Child Protection Policy

**Amended July 2016**

Marsden Jazz Festival presents an annual jazz festival in the village of Marsden, West Yorkshire, with occasional concerts between festivals. Much of our activity involves the organisation of musical and music-related events intended for adult audiences. However young people of secondary school age and below perform at the festival, for example in school and local authority organised bands, and take part in festival-related workshops. Our Child Protection Policy and Procedures have been designed to be responsive, responsible and practical. The Policy and Procedures will be reviewed annually.

Marsden Jazz Festival is committed to the safeguarding of all children and young people. The Children Act 1989 makes it clear that the welfare of the child is paramount and that everyone involved in the care of children has a responsibility for the protection of those children from harm. It is also essential that we honour the trust placed in us to care for children and young people participating in and attending festival events. The term 'child abuse' is used to describe various ways that a child can be harmed or mistreated. Child abuse is generally split into four categories - physical, neglect, sexual and emotional.

In order to give children and young people protection from potential and actual abuse and to reduce risk of harm:

- Volunteers will be briefed on the issues involved in Child Protection and procedures will be put in place that are shared and understood by all concerned.
- All festival related workshops must be run by groups with recognised legal status and workers with current DBS certificates.
- Clear instructions will be given on workshop safety.
- Children under 11 years old must be accompanied by an adult to all workshops and performances
- Youth and school groups will be accompanied by a named worker from their organisation

- More than one adult must be present during activities with children and young people
- The festival will have a designated Child Protection contact with a current enhanced DBS Certificate and recent safeguarding training on its committee who, will be contacted in the case of disclosure, or to discuss suspicions and doubts relating to any participants in connection with Child Protection issues.
- Unacceptable behaviour will be challenged and all allegations/suspicions of abuse will be reported to the festival's designated Child Protection contact **Kate Button**. She can be contacted at all times during the festival on **07840 707643**. Should the concern be about a member of a participating organisation or another volunteer's behaviour then this should also be discussed with the Child Protection contact.
- Volunteers and participating organisations working with young people will be provided with a copy of the festival's Child Protection Policy. They should sign to say that they have read and understood the policy. They are also recommended to complete training in 'An Awareness of Child Abuse and Neglect' via the Kirklees Safeguarding Board's web-site: [www.kirkleessafeguardingchildren.com](http://www.kirkleessafeguardingchildren.com).

## Procedures

Marsden Jazz Festival recognises that disclosure of abuse could be made during festival activities to any person involved in running the festival. Where possible a member of the Festival Committee should be involved immediately. Whether or not this can be done in the event of a disclosure:

- Stay calm and try not to look shocked
- Listen carefully
- Be sympathetic
- Be reassuring:
  - s/he is right to tell you
  - you take the information seriously
  - it was not their fault
  - you are not able to keep the information secret
  - you will tell someone appropriate

Stay close to a co-worker, in eye contact if possible. Contact the designated Child Protection contact. Write down what you have been told, word for word if possible, after the contact with the young person. Sign and date this report and keep it in a safe place. The young person should have access to this written report. Following this:

- The Child Protection contact will then decide whether it is appropriate to contact Children's Social Care or the police.
- In the event that the Child Protection contact is not available or contactable this should not delay action being taken to protect a child. Any member of Marsden Jazz Festival committee may contact Children's Social Care directly to raise their concerns.
- The contact number for **Kirklees Referral and Response Service** is **01484 456848**. Outside of office hours contact the **Emergency Duty Service** on **01484 414933**.
- If there are any concerns about the immediate safety of a child then the police must be contacted without delay.

- The parents or carers of the child will be contacted as soon as possible following advice from Children's Social Care and/or the police.

Policy re-adopted: July 2016

Review date: July 2017