

Child Protection Policy

CHILD PROTECTION POLICY implemented from 2005 (revised June, 2009)

Name of organization: Oxford Music Festival

Chairman: Marian Creaser; **Secretary:** Anne Baker

Venues: Headington School, Jacqueline du Pré Music Building

Festival dates: 28th, 29th January, 4th, 5th, 12th February 2012

Children* and members of other vulnerable groups have a right to safety and protection from abuse. All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately. The Festival organizers and their helpers have a responsibility to report concerns.

PURPOSE AND FUNCTION OF ORGANIZATION

The object for which the Festival is established is to promote and encourage the study and practice of music. The Festival provides a platform for amateur performance combined with an educational element from professional musicians. The Festival provides an opportunity for participants to give a performance before a sympathetic audience. The Festival is an annual event affiliated to the British and International Federation of Festivals. Professional adjudicators assess performances. Prizes and Trophies are awarded for the best performances.

THE FESTIVAL ENVIRONMENT

The Festival takes place at the above mentioned venues that, during the Festival, are exclusively for our use. A child may need to move between the venues. Our CPP is to inform and involve parents* and teachers in partnership with the Festival organizers and helpers to ensure, as far as it is reasonably practicable, a safe environment.

TO WHOM DOES THIS POLICY APPLY

This policy relates to all children under the age of 18 years and those vulnerable groups of any age who are identified to the organizers in advance of their arrival at the festival. In recognizing the needs of children from minority ethnic groups and children who are disabled, the festival actively seeks to meet needs notified in advance to the festival by parents, guardians, carers, and teachers.

FESTIVAL PERSONNEL

The Festival organizers are the Committee. Our helpers are only adopted with the recommendation of a person well known to the Committee. All helpers receive written instructions as to their duties, and advice on how to handle any problem. Organizers and helpers will wear identifying badges. Anyone wearing a badge can be approached to help deal with any problem. All problems will be treated seriously, documented and dated. We hold the contact details of referees for each of our helpers. All jobs are reviewed to ascertain whether a disclosure from the Criminal Records Bureau is required.

PREPARATION FOR ATTENDANCE AT THE FESTIVAL

This Policy is passed to all parents in order to inform them that, where they are not attending with their children, it is their responsibility to ensure that their children are accompanied to the Festival and adequately supervised at the festival by adults acting on their behalf. It is passed to parents directly, or via teachers, in time for them to make arrangements for their children to be supervised when attending the festival.

PERFORMANCE AREA AND CHANGING ROOMS

Notices will be displayed to the effect that practice rooms, lavatories and washrooms are designated 'unsupervised areas'. The safety of children and vulnerable adults in these areas is the responsibility of their parents. A participant under 18 requiring changing-room facilities should be accompanied by their parent during their use.

PHOTOGRAPHS, VIDEOTAPES AND PRESS PHOTOGRAPHY

Where a parent does not wish a photograph of their child to be taken, it is the responsibility of that parent to ensure that the child is not included in a photograph. The taking of photographs or videotapes during performances is not allowed. Notices will be displayed at the Festival to this effect. Festival events may be reported in the local Press.

THE LEGISLATION AND GUIDANCE THAT SUPPORTS THIS POLICY

The Rehabilitation of Offenders Act 1974; The Children Act 1989; The Police Act 1997; The Data Protection Act 1998; The Human Rights Act 1998; The Protection of Children Act 1999; the Criminal Justice and Court Services Act 2000; The Protection of Vulnerable Groups Act 2006.

POLICY REVIEW

The organizers will periodically review their policy, revising and enhancing it as necessary. In doing this they will look to The British & International Federation of Festivals for support, and that body, in turn, will look to other agencies for good practice, most notably the NSPCC and the Arts Council of England policy guidelines.

**Where the word 'parent' is used, it means parent/guardian or carer; where 'children' is used, this also applies to vulnerable groups.*