



Proms at St Jude's

Safeguarding Policy

Purpose

The purpose of this policy is to protect people, particularly children, at risk adults and beneficiaries of assistance, from any harm that may be caused due to their coming into contact with Proms at St Jude's. This includes harm arising from:

- The conduct of staff or personnel associated with Proms
- The design and implementation of Proms' programmes and activities

The policy lays out the commitments made by Proms and informs staff and associated personnel of their responsibilities in relation to safeguarding.

What is safeguarding?

In the UK, safeguarding means protecting peoples' health, wellbeing, and human rights, and enabling them to live free from harm, abuse and neglect. In our sector, we understand it to mean protecting people, including children and at-risk adults, from harm that arises from coming into contact with our staff or programmes.

Scope

Associated personnel whilst engaged with work or visits related to Proms, including but not limited to the following: audience members, artists, performers, consultants, volunteers, contractors, programme visitors including journalists, celebrities and politicians.

Policy Statement

Proms believes that everyone we come into contact with, regardless of age, gender identity, disability, sexual orientation or ethnic origin has the right to be protected from all forms of harm, abuse, neglect and exploitation. Proms will not tolerate abuse and exploitation by staff or associated personnel.

This policy will address the following areas of safeguarding: child safeguarding, adult safeguarding, and protection from sexual exploitation and abuse.

Proms commits to addressing safeguarding throughout its work, through the three pillars of prevention, reporting and response.

NB Some locations used by Proms at St Jude's also require hirers to observe their own Safeguarding Policies. Whilst broadly similar, it is important that the lead organiser also familiarises themselves with such policies where this is a contractual obligation.

Prevention

Proms will:

- Ensure all staff have access to, are familiar with, and know their responsibilities within this policy
- Design and undertake all its programmes and activities in a way that protects people from any risk of harm that may arise from their coming into contact with Proms. This includes the way in which information about individuals in our programmes is gathered and communicated
- Implement stringent safeguarding procedures when recruiting, managing and deploying staff and associated personnel
- Ensure staff receive training on safeguarding at a level commensurate with their role in the organization
- Follow up on reports of safeguarding concerns promptly and according to due process

Volunteer, manager and trustee responsibilities

Child safeguarding

Proms and associated personnel must not:

- Engage in sexual activity with anyone under the age of 18
- Sexually abuse or exploit children
- Subject a child to physical, emotional or psychological abuse, or neglect
- Engage in any commercially exploitative activities with children including child labour or trafficking

Adult safeguarding

Proms and associated personnel must not:

- Sexually abuse or exploit at risk adults
- Subject an at risk adult to physical, emotional or psychological abuse, or neglect

Protection from sexual exploitation and abuse

Proms and associated personnel must not:

- Exchange money, employment, goods or services for sexual activity. This includes any exchange of assistance that is due to beneficiaries of assistance
- Engage in any sexual relationships with beneficiaries of assistance, since they are based on inherently unequal power dynamic.

- Additionally, Proms staff and associated personnel are obliged to:
- Contribute to creating and maintaining an environment that prevents safeguarding violations and promotes the implementation of the Safeguarding Policy
- Report any concerns or suspicions regarding safeguarding violations by a Proms staff member or associated personnel to the appropriate staff member

Enabling reports

Proms will ensure that safe, appropriate, accessible means of reporting safeguarding concerns are made available to staff and the communities we work with.

Any staff reporting concerns or complaints through formal whistleblowing channels (or if they request it) will be protected by Proms' Whistleblowing Policy.

Proms will also accept complaints from external sources such as members of the public, partners and official bodies.

How to report a safeguarding concern

Colleagues who have a complaint or concern relating to safeguarding should report it immediately to the Safeguarding Officer. If the colleague does not feel comfortable reporting to their Safeguarding Officer (for example if they feel that the report will not be taken seriously, or if that person is implicated in the concern) they may report to any other appropriate trustee.

Safeguarding Officer: Kate Webster

Response

Proms will follow up safeguarding reports and concerns according to policy and procedure, and legal and statutory obligations.

Proms will apply appropriate disciplinary measures to any person found in breach of policy.

Proms will offer support to victims of harm caused by such person, regardless of whether a formal internal response is carried out (such as an internal investigation). Decisions regarding support will be led by the victim.

Confidentiality

It is essential that confidentiality is maintained at all stages of the process when dealing with safeguarding concerns. Information relating to the concern and subsequent case management should be shared on a need-to-know basis only and should be kept secure at all times.

Associated policies

- Code of Conduct
- Anti Bullying and Harassment policy

- Whistleblower policy

Approved by Board: 8 Nov 2024