

**DRAKE MUSIC PROJECT
NORTHERN IRELAND**
**Safeguarding Children and
Vulnerable Adults**

The Trustees, management and tutoring team of the Drake Music Project Northern Ireland are committed to practice which protects children and vulnerable adults from harm. Staff and volunteers accept and recognise their responsibility to provide an environment which promotes the safety of the child and vulnerable adult at all times. To achieve this we will strive to be a safe organisation and will:

- continue to develop our awareness of the issues which may lead to harm, avail of training offered by the various agencies and strengthen links with these agencies.
- ensure safe rehearsal, workshop, supervised one-to-one and performance practices.
- identify 'Designated Persons' to whom concerns can be expressed.
- maintain procedures relating specifically to bullying, transport and photographic and video recording.
- share information about concerns with children, parents and others who need to know.
- disseminate Safeguarding guidelines, including rights, responsibilities and codes of conduct, to all adults working within the project. Adult workers include tutors, parents and volunteers.
- undertake necessary checks during recruitment and selection procedures.
- provide complaints, grievance and disciplinary procedures in our tutor handbooks and governance materials and have them available for inspection and reference in head office.
- ensure management procedures which include regular support and supervision of staff and volunteers.
- review this policy regularly, at least every three years.

This Safeguarding policy is based on guidelines and legislation outlined in the following documents:

Children **(NI)** Order 1995
Our Duty to Care NI, DHSSPS 2007
Volunteer Now Getting It Right August
2009 rev Feb 2011 Co-operating to
Safeguard Children DHSSPS 2017
Protection of Children and Vulnerable Adults **(NI)** Order Information
Notes 1 -3 Area Child Protection Committee - Regional Child Protection
Policy 2005
Safeguarding Vulnerable Groups **(NI)** Order 2007

Accepted on behalf of Board of Trustees:



Dated: 14th October 2020 Designated
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