



# **1<sup>st</sup> Class Brass**

# **Child Protection Policy**

# **and Procedures**

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## **1<sup>st</sup> Class Brass Child Protection Policy and Procedures**

The 1<sup>st</sup> Class Brass Child Protection Policy and Procedures are designed to address the following points;

- To safeguard the welfare of all members and young people associated with 1<sup>st</sup> Class Brass by committing to a Code of Practice that protects them.
- To introduce, maintain and apply agreed procedures across the organisation for protecting young people.
- To introduce, share and issue guidelines to all members, volunteers and parents on how to deal with any disclosure or discovery of abuse or harm.
- To make all children and young people associated with 1<sup>st</sup> Class Brass aware that they may get help and talk with an independent person if they are concerned in any way.

Note: All aspects of the 1<sup>st</sup> Class Brass Child Protection Policy and Procedures also apply to vulnerable adults.

### **Terms and abbreviations**

The following terms and abbreviations will be used in this document.

- Anyone under the age of 18 is considered to be a child/young person and will be referred to as a child or children.
- 'Parent / parents' will be used as generic terms to include parents, carers and guardians.
- 'Personnel' includes 1<sup>st</sup> Class Brass committee members, adult band members, volunteer helpers and parents.
- 1CB will be used as an abbreviation for 1<sup>st</sup> Class Brass.
- SWO and DSO will be used as abbreviations for Safeguarding and Well-being Officer and Deputy Safeguarding Officer.
- 'Social Media' will be used as a generic term for the 1CB website, twitter account, Facebook groups, Instagram account and YouTube channel.

### **Administration of this document**

Administration, monitoring and implementation of all procedures in support of this document will be the responsibility of the 1CB SWO and or the DSO.

## **1CB Child Protection Policy Statement**

1CB personnel will work to ensure that they;

- Recognise that children and young people may suffer abuse in many forms – physical, sexual, emotional and/or neglect.
- Make the welfare of young people paramount.
- Ensure opportunities for all young people, whatever their age, culture, disability, gender, language, racial origin, religious belief and/or sexual identity should be able to participate in brass banding in an enjoyable and safe environment.
- Take all reasonable steps to protect young people from harm, discrimination and degrading treatment and to respect their rights, wishes and feelings.
- Take action swiftly and appropriately to all suspicions and allegations of poor practice or abuse

### **1CB Code of Conduct**

**At 1CB we will:**

- Treat children and young people with respect and tolerance.
- Treat all members, parents and volunteers with respect and set an example of good conduct for others to follow.
- Be non-judgmental when dealing with children and young people and respect their individual rights and opinions.
- Respect the 'right to privacy'.
- Recognise and encourage the achievements of all band members.
- Remember that insults or verbal abuse from anyone will not be tolerated and must be challenged.
- Be vigilant when dealing with a sensitive matter or situation.
- Be aware of the possible implications of physical contact with children and young people.
- Recognise that actions, no matter how well intended, might be misinterpreted.
- Ensure that all adult band members and volunteer helpers have received and read this document and have signed to confirm this.
- Ensure that all children are properly supervised at all times and that there are 3 DBS checked 1CB personnel at each concert or rehearsal.
- Ensure reasonable precautions are taken to protect children and young people from "outsiders" in particular when attending venues for events or performances.
- Seek advice from the SWO (or DSO in their absence) whenever in doubt.

**At 1CB we will not:**

- Allow bullying or allow children or young people to feel “down trodden”, to be made a “fool of” or to reduce a child to tears as a form of control.
- Make suggestive remarks, gestures or derogatory comments in the presence of children and young people.
- Exaggerate or trivialise child abuse issues.
- Allow ourselves to be drawn into any situation which might appear improper.
- Unnecessarily spend excessive amounts of time alone with children away from others.
- Engage in rough, physical or sexually provocative games, including horseplay.
- Allow or engage in inappropriate touching of any form.
- Allow children to use inappropriate language unchallenged.
- Make sexually suggestive comments to a child, even in fun.
- Let allegations a child makes go unchallenged, unrecorded or not acted upon.
- Do things of a personal nature that children can do for themselves.
- Have children stay at your home with you unsupervised or share a room with a child.

**Action Statement****1CB personnel will:**

- Be proactive at all times and be ready to recognise the signs and symptoms of child abuse.
- Always refer to the guidelines as set out for reporting a disclosure to the SO (or DSO in their absence) on page 5 of this document.
- Record the disclosure by completing a 1CB Child Protection Referral Form and passing to the SWO (or DSO in their absence).
- (The SWO) will escalate the disclosure to the specialist services.
- Not pass judgement on what is said.
- Make it clear that we are available to listen and can offer support but that we must escalate the information disclosed.
- Never try to investigate an incident if they suspect or are informed that a child is experiencing abuse.

### **What to do if a child discloses a problem to a 1CB personnel member.**

- Listen to the child.
- Do not ask leading questions or say words for them, however embarrassed they are to say them.
- Do not promise them confidentiality but reassure them they are doing the right thing, making it clear that we are available to listen and can offer support but that we must pass on the information.
- During or after the disclosure write down the initial details of the disclosure in the words used by the child.
- Make sure you have the basic facts which caused your concern in the first place.
- Immediately after the disclosure report the incident to the SWO (or DSO in their absence) and complete the 1CB Child Protection Referral Form.
- Do not try to investigate the matter yourself.
- Do not discuss the matter with anyone other than the SWO (or DSO in their absence).
- Never leave any situation for a few days to allow the child or you to 'think about it' – the child could be at risk. Act immediately.

### **NOTE:**

**Disclosures relating to allegations against other 1CB personnel should be treated in the same way.**

### **How will 1CB escalate the disclosure?**

If the SWO (or DSO in their absence) receives a disclosure that a child is being harmed or neglected or is at risk they will go to the Essex Effective Support website at [www.essexeffectivesupport.org.uk](http://www.essexeffectivesupport.org.uk) or call 0345 603 7627 specifically asking for the Children & Families Hub. They will have to disclose if they are a member of the public or a professional.

Member of Public will speak to a Family Adviser who will discuss and identify with you the right services that will help to meet the family's needs.

Professionals will have to state if they call for

- the Consultation Line (Social Worker will give advice but not record the call) or
- the Priority Line (because an immediate response is necessary).

**Essex County Council - Essex Safeguarding Children Board [www.escb.co.uk](http://www.escb.co.uk)**

If the child is at immediate risk of significant harm, then call the Children and Families Hub on 0345 603 7627 and ask for the 'Priority Line'.

**Out of hours:** (Mon-Thurs 5.30pm-9am. Fri & Bank Holidays 4.30pm-9am) 0345 606 1212 Email: [Emergency.DutyTeamOutOfHours@essex.gov.uk](mailto:Emergency.DutyTeamOutOfHours@essex.gov.uk)

## The Internet and Social Media

1CB makes use of social media in order to communicate to and interact with members and the public. Many of the communications from 1CB are also e-mailed to band members and their families. We will strive to monitor the information that is added to any social network / website and to safeguard communications via email to prevent any inappropriate or unwanted contact. Whilst 1CB will strive to monitor the public content of its social media we have no way of monitoring private messages / communications between 1CB personnel. If any 1CB personnel or their parents feel that an inappropriate or unwanted communication has been received or inappropriate information has been added to our website or social media then they should contact the band SWO (or DSO in their absence).

Photographs of band members may, with parental consent, appear on 1CB social media. Parental consent is required before a young person's photograph is published.

The effectiveness of the policies described will depend on **everyone** who is involved with 1CB being aware of what is good practice. This applies particularly to those working directly with the young people, such as the Musical Director but an awareness of child protection issues is also needed by others who may be involved more indirectly, such as committee members, adult band members, volunteer helpers and parents.

## What constitutes child abuse?

Abuse in all its forms can affect a child at any age. The effects can be so damaging that if not treated, they may follow an individual into adulthood. Children with disabilities may be at increased risk of abuse through various factors such as stereotyping, prejudice, discrimination, isolation, and a powerlessness to protect themselves, or adequately to communicate that abuse has occurred. Children from ethnic minorities, who may also be experiencing racial discrimination, maybe, or feel, doubly powerless in these respects.

Abuse may take a number of forms and may be classified under the following headings:

### **Neglect**

Neglect is the ongoing failure to meet a child's basic needs and the most common form of child abuse. A child might be left hungry or dirty, or without proper clothing, shelter, supervision or health care. This can put children and young people in danger. And it can also have long term effects on their physical and mental wellbeing. Some types of neglect include physical, educational, emotional and medical. Neglect can be really difficult to spot. Having one of the signs doesn't necessarily mean a child is being neglected. But if you notice multiple signs that last for a while, they might show there's a serious problem.

Neglect in a banding situation could include a conductor or band manager not keeping children safe or exposing them to unnecessary risk of injury.

#### **Signs of neglect may include:**

- Poor appearance and hygiene.
- Health and development problems.
- Housing and family issues.
- Change in behaviour.

### **Physical Abuse**

This is where someone physically hurts or injures children, for example by hitting, shaking, throwing, squeezing, burning, suffocating and biting or otherwise causing physical harm to a child. Giving children alcohol or inappropriate drugs would also constitute physical abuse.

Bumps and bruises don't always mean a child is being physically abused. All children have accidents, trips and falls and there isn't just one sign or symptom to look out for but it's important to be aware of the signs.

If a child regularly has injuries, there seems to be a pattern to the injuries or the explanation doesn't match the injuries, then this should be reported.

**Signs of physical abuse may include:**

- Bruises.
- Broken or fractured bones.
- Burns or scalds.
- Bite marks.
- Scarring.

**Child Sexual Exploitation (CSE)**

Child sexual exploitation is a form of child sexual abuse where an individual or a group of people takes advantage of an imbalance of power to coerce, manipulate or deceive a child (anyone under the age of 18) into sexual activity for which the child receives something they want or need in exchange. This could be food, accommodation, drugs, alcohol, cigarettes, money, gifts or affection. This could also be for the financial advantage or increased status of the perpetrator. A victim may initially think the relationship is consensual. Child sexual exploitation can occur online, as well as in person, and does not always include physical contact.

Although some children are more vulnerable than others, any child could be a victim of sexual exploitation, regardless of their background, upbringing, race, ethnicity, sexuality or gender. The young person affected may believe that they are in a loving, consensual relationship when in fact they are being groomed by a perpetrator or group of perpetrators for the purpose of being sexually exploited further down the line.

Child sexual exploitation can begin without the victim's knowledge. This is known as grooming. For example, a young person may be persuaded to post or send sexual photographs on the internet or via mobile phones without receiving any benefit themselves.

Child sexual exploitation can and does affect 16 and 17 year olds who can legally consent to sex.

In all cases of child sexual exploitation, those doing the exploiting have power or influence over their victim. This can be due to a difference in age, gender, intelligence, wealth or physical strength.

This abuse can be perpetrated by individuals or groups, males or females, and children or adults. The abuse can be a one-off occurrence or a series of incidents over time, and range from opportunistic to complex organised abuse.

**Signs of CSE may include:**

- Frequently going missing from home or school.
- Going out late at night and not returning until morning.
- Being picked up in cars by unknown adults.
- A significantly older boyfriend, girlfriend or friend.
- Unexplained money, possessions, mobile phone credit or a new mobile phone.



- Changes in behaviour, for example becoming secretive or aggressive.
- Increased use of mobile phone and/or internet activity.
- Involvement in criminal activity.
- Regularly going out and drinking alcohol and/or taking drugs.

### **Sexual Abuse**

Girls and boys can be abused by adults or other children, both male and female, who use children to meet their own sexual needs. This could include full sexual intercourse, masturbation or fondling. Showing children pornographic material, exposing a child to sexual acts, forcing a child to make, view or share child abuse images or videos are also forms of sexual abuse.

When a child or young person is sexually abused, they're forced or tricked into sexual activities. They might not understand that what's happening is abuse or that it's wrong. And they might be afraid to tell someone. Sexual abuse can happen anywhere – and it can happen in person or online.

It's never a child's fault they were sexually abused – it's important to make sure children know this.

In banding activities which might involve physical contact with children could potentially create situations where sexual abuse may go unnoticed. Also the power of the teacher over young students if misused, may lead to abusive situations developing.

#### **Signs of sexual abuse may include:**

- Avoiding being alone with or frightened of people or a person they know.
- Language or sexual behaviour you wouldn't expect them to know.
- Having nightmares or bed-wetting.
- Self-harm.
- Changes in eating habits or developing an eating problem.

#### **Signs of sexual abuse online may include:**

- spend a lot more or a lot less time than usual online, texting, gaming or using social media
- seem distant, upset or angry after using the internet or texting
- be secretive about who they're talking to and what they're doing online or on their mobile phone
- have lots of new phone numbers, texts or email addresses on their mobile phone, laptop or tablet.

### **Emotional Abuse**

Emotional abuse is any type of abuse that involves the continual emotional mistreatment of a child and it's sometimes called psychological abuse. Emotional abuse can involve deliberately trying to scare, humiliate, isolate or ignore a child.

Emotional abuse is often a part of other kinds of abuse, which means it can be difficult to spot the signs or tell the difference, though it can also happen on its own. It may involve the child being constantly shouted at, threatened or taunted which may make the child very nervous and withdrawn. It may also feature age or developmentally inappropriate expectations being imposed on children. Emotional abuse also occurs when there is constant overprotection, which prevents children from socialising.

Emotional abuse in banding might include situations where children are subjected by a parent or teacher to constant criticism, name-calling, sarcasm, bullying, racism or unrealistic pressure in order to perform to high expectations.

**Signs of emotional abuse may include:**

- Humiliating or constantly criticising a child.
- Threatening, shouting at a child or calling them names.
- Blaming and scapegoating.
- Making a child perform degrading acts.
- Pushing a child too hard or not recognising their limitations.
- Exposing a child to upsetting events or situations.
- Not allowing them to have friends.
- Persistently ignoring them.
- Never saying anything kind, expressing positive feelings or congratulating a child on successes.
- Never showing any emotions in interactions with a child, also known as emotional neglect.
- Manipulating a child.
- Being absent.
- Failing to promote a child's social development.

**Bullying and cyberbullying**

This may be bullying of a child by an adult or another child. Bullying is defined as deliberate hurtful behaviour, usually repeated over a period of time, where it is difficult for those bullied to defend themselves. It may be physical (e.g. hitting, kicking, theft), verbal (e.g. racist or homophobic remarks, threats, name-calling, graffiti, abusive text messages transmitted by phone or on the internet), emotional (e.g. tormenting, ridiculing, humiliating, ignoring, isolating from the group), or sexual (e.g. unwanted physical contact or abusive comments).

Cyberbullying is bullying that takes place online. Unlike bullying in the real world, online bullying can follow the child wherever they go, via social networks, gaming and mobile phone.

In banding, bullying may arise when a parent pushes a child too hard to succeed, a teacher adopts a win-at-all-costs philosophy, or an official at a contest/ festival uses bullying behaviour.

**Signs of bullying may include:**

- Behavioural changes such as reduced concentration or becoming withdrawn, clingy, depressed, tearful, emotionally up and down, reluctant to go to band rehearsals or to competitions.
- An unexplained drop-off in standard of performance.
- Physical signs such as stomach-aches, headaches, difficulty in sleeping, bed-wetting, scratching and bruising, damaged clothes and bingeing on food, cigarettes or alcohol.
- A shortage of money or frequent loss of possessions.

**County Lines**

'County Lines' is a term used when drug gangs from big cities expand their operations to smaller towns, often using violence to drive out local dealers and exploiting children and vulnerable people to sell drugs. These dealers will use dedicated mobile phone lines, known as 'deal lines', to take orders from drug users. Heroin, cocaine and crack cocaine are the most common drugs being supplied and ordered. In most instances, the users or customers will live in a different area to where the dealers and networks are based, so drug runners are needed to transport the drugs and collect payment.

A common feature in county lines drug supply is the exploitation of young and vulnerable people. The dealers will frequently target children and adults - often with mental health or addiction problems - to act as drug runners or move cash so they can stay under the radar of law enforcement.

In some cases the dealers will take over a local property, normally belonging to a vulnerable person, and use it to operate their criminal activity from. This is known as cuckooing.

People exploited in this way will quite often be exposed to physical, mental and sexual abuse, and in some instances will be trafficked to areas a long way from home as part of the network's drug dealing business.

As we have seen in child sexual exploitation, children often don't see themselves as victims or realise they have been groomed to get involved in criminality. So it's important that we all play our part to understand county lines and speak out if we have concerns.

**Indicators of abuse**

Even for those experienced in working with child abuse, it is not always easy to recognise a situation where abuse may occur or has already taken place. 1CB acknowledges that most people involved in brass banding are not experts in such recognition, but indications that a child is being abused may include one or more of the following:

- Unexplained or suspicious injuries such as bruising, cuts or burns, particularly if situated on a part of the body not normally prone to such injuries.
- An injury for which an explanation seems inconsistent.
- The child describes what appears to be an abusive act involving him/her.
- Someone else – a child or adult, expresses concern about the welfare of a child
- Unexplained changes in a child's behaviour – e.g. becoming very quiet, withdrawn, or displaying sudden outbursts of temper - or behaviour changing over time
- Inappropriate sexual awareness.
- Engaging in sexually explicit behaviour in games.
- Distrust of adults, particularly those with whom a close relationship would normally be expected.
- Difficulty in making friends.
- Being prevented from socialising with other children.
- Displaying variations in eating patterns including overeating or loss of appetite.
- Losing weight for no apparent reason.
- Becoming increasingly dirty or unkempt.

More information on all of the above categories of abuse and information on child trafficking, domestic abuse, female genital mutilation, grooming and online abuse can be found at <https://www.nspcc.org.uk/what-is-child-abuse/>

It must be recognised that the above list is not exhaustive and the presence of one or more of the indicators is not proof that abuse is actually taking place. It is **not** the responsibility of those working in banding to decide that child abuse is occurring, but it is their responsibility to act on any concerns.