



Child safeguarding policy

This policy applies to all members, volunteers or anyone working on behalf of Woodfalls Band.

The purpose of this policy:

1. To protect children, who receive Woodfalls Band's services from harm. This includes the children of adults who use our services.
2. To provide staff and volunteers, as well as children and their families, with the overarching principles that guide our approach to child protection.

Woodfalls Band believes that a child, young person or adult with care and support needs should never experience abuse of any kind. We have a responsibility to promote the welfare of all children, young people and adults at risk and to keep them safe. We are committed to practice in a way that protects them.

Legal framework

This policy has been drawn up based on law and guidance that seeks to protect children and adults at risk, namely:

- Children Act (1989)
- United Convention of the Rights of the Child (1991)
- Data Protection Act (1998) and subsequent data protection guidance
- Sexual Offences Act (2003)
- Children Act (2004)
- Protection of Freedoms Act (2012)
- Working Together to Safeguard Children: A guide to inter-agency working to safeguard and promote the welfare of children; HM Government (2018)
- The Safeguarding Vulnerable Groups Act (2006)
- The Human Rights Act (1998)
- The Children and Families Act (2014)
- Special Educational Needs and Disability (SEND) code of practice: 0 to 25 years. Statutory guidance for organisations which work with and support children and young people who have special educational needs or disabilities; HM Government (2014)



- General Data Protection Regulations (European Union) (2017)
- Information sharing: advice for practitioners providing safeguarding services to children, young people, parents and carers; HM Government (2015)
- The Care Act (2014)
- The Care Act (2014) Care and Support Statutory Guidance (specifically the safeguarding section of this)
- The Mental Capacity Act (2005)

The UK's four nations – England, Northern Ireland, Scotland and Wales – each have their own framework of child protection legislation, guidance and practice to:

- Identify children who are at risk of harm
- Take action to protect those children
- Prevent further abuse occurring.

Although the child protection systems are different in each nation, they are all based on similar principles. A summary of the key legislation and guidance is available from: <https://learning.nspcc.org.uk/child-protection-system>

We believe that:

- Children should never experience abuse of any kind
- We have a responsibility to promote the welfare of all children, to keep them safe and to practise in a way that protects them.
- The welfare of children is paramount in all the work we do and in all the decisions we take
- Working in partnership with children, their parents, carers and other agencies is essential in promoting young people's welfare
- All children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse
- Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues. Extra safeguards may be needed to keep children who are additionally vulnerable safe from abuse.

We will seek to keep children safe by:

- Valuing them, listening to and respecting them



- Appointing a nominated child protection lead for children, a deputy and a lead trustee/board member for safeguarding
- Adopting child protection and safeguarding best practice through our policies, procedures and a code of conduct for members and volunteers;
- Developing and implementing an effective online safety policy and related procedures;
- Providing effective support and training for volunteers with responsibility for safeguarding;
- Recruiting staff and volunteers safely, ensuring all necessary checks are made;
- Sharing information about safeguarding and good practice with children, parents, volunteers and members;
- Making sure that children and their families know where to go for help if they have a concern
- Sharing concerns with agencies who need to know, and involving parents and children appropriately.
- Using Woodfalls Band's procedures to manage any allegations against staff and volunteers appropriately
- Ensuring that we provide a safe physical environment for our children, members and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- Building a safeguarding culture where members and volunteers, children and their families, treat each other with respect and are comfortable about sharing concerns
- Sharing information about anyone found to be a risk to children with the appropriate bodies. For example: disclosure and barring service, services, police, local authority/social services.

Band contact details:

- Band Safeguarding/Welfare Officer:
Verity Flood, safeguarding@woodfallsband.com
- Band Deputy Safeguarding/Welfare Officer:
Philippa Stewart, safeguarding@woodfallsband.com
- Trustee / Senior Lead for safeguarding:
Adrian Wallace, secretary@woodfallsband.com



Other useful contact details:

- Local police: Salisbury Police Station - 01380 826614, Emergency 999, Non-Emergency 101.
- Local authority children's social care department, including out of hours contact:
 - Wiltshire Council children's services:
 - 0300 456 0108 - Multi-Agency Safeguarding Hub (MASH), standard working hours: Monday to Thursday from 8.45am to 5pm, Friday from 8.45am to 4pm
 - 0300 456 0100 - Out of hours service: Monday to Thursday 5pm to midnight, Friday 4pm to midnight, Weekends and Bank Holidays from 9am – midnight. Phones are diverted to the Social Work Standby Service from midnight to 9am (7 days a week)
- NSPCC Helpline: 0808 800 5000 or help@nspcc.org.uk
- ChildLine: 0800 1111 (textphone 0800 400 222) or www.childline.org.uk
- The Samaritans: <https://www.samaritans.org/>
- National Domestic Abuse Helpline: <https://www.nationaldahelpline.org.uk/>
- Brass Bands England Safeguarding Officer: 01226 771015

We are committed to reviewing our policy and good practice annually.

This policy was last reviewed on: 22nd May 2025

Signed: Adrian Wallace

(Trustee responsible for Safeguarding)

Date: 23rd May 2025



Adult safeguarding policy

This policy applies to all members, volunteers or anyone working on behalf of Woodfalls Band.

The purpose of this policy:

The purpose of this policy is to demonstrate the commitment of Woodfalls Band to safeguarding adults (over 18s) and to ensure that everyone involved in it is aware of:

- The legislation, policy and procedures for safeguarding adults.
- Their role and responsibility for safeguarding adults.
- What to do or who to speak to if they have a concern relating to the welfare or wellbeing of an adult within the organisation.

Legal framework

Safeguarding Adults in all home nations is compliant with United Nations directives on the rights of disabled people and commitments to the rights of older people. It is covered by:

- The Human Rights Act 1998
- The Data Protection Act 2018
- General Data Protection Regulations 2018. The practices and procedures within this policy are based on the relevant legislation and government guidance.
- England - The Care Act 2014 Care and Support Statutory Guidance (especially chapter 14) 2014
- Wales - Social Services and Well Being Act 2014 Wales Safeguarding Procedures 2019
- Scotland - Adult Support and Protection Act 2007 Adult Support and Protection (Scotland) Act 2007 Code of Practice 2014
- Northern Ireland - Adult Safeguarding Prevention and Protection in Partnership 2015

You can find out more about legislation here:

<https://www.anncrafttrust.org/resources/differences-between-safeguarding-in-wales-and-england>



We will seek to keep adults at risk of abuse safe by ensuring that:

- Everyone involved with Woodfalls Band is aware of the safeguarding adult procedures and knows what to do and who to contact if they have a concern relating to the welfare or wellbeing of an adult.
- Any concern that an adult is not safe is taken seriously, responded to promptly, and followed up in line with Woodfalls Band Safeguarding Adults Policy and Procedures.
- The well-being of those at risk of harm will be put first and the adult actively supported to communicate their views and the outcomes they want to achieve. Where necessary advice on individual cases will be sought from the Ann Craft Trust.
- Any actions taken will respect the rights and dignity of all those involved and be proportionate to the risk of harm.
- Woodfalls Band acts in accordance with best practice advice, for example, from BBE, Ann Craft Trust.
- Woodfalls Band will cooperate with the Police and the relevant Local Authorities in taking action to safeguard an adult.
- All members and volunteers understand their role and responsibility for safeguarding adults
- shares information about anyone found to be a risk to adults with the appropriate bodies. For example: Disclosure and Barring Service, Services, Police, Local Authority/Social Services.

Band contact details:

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- Band Deputy Safeguarding/Welfare Officer:
Philippa Stewart, safeguarding@woodfallsband.com
- Trustee responsible for safeguarding:
Adrian Wallace, secretary@woodfallsband.com

Other useful contact details:

- Local authority adult social care department:
- Wiltshire Adult Social Care Advice and Contact Team: 0300 456 0111,
AdviceandContact@wiltshire.gov.uk



- The Ann Craft Trust: <https://www.anncrafttrust.org/help-advice>
- The Samaritans: <https://www.samaritans.org/>
- National Domestic Abuse Helpline: <https://www.nationaldahelpline.org.uk/>
- Brass Bands England Safeguarding Officer: 01226 771015

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(Trustee responsible for Safeguarding)

Date: 23rd May 2025



Anti-bullying policy

We recognise that:

Bullying is behaviour, 'usually repeated over time, that intentionally hurts another individual or group of individuals, physically or emotionally'.

One person or a group can bully others;

Bullying can occur either face-to-face between individuals or groups or online, using information technology, such as computers or mobile phones.

Bullying can include:

- Verbal teasing or making fun of someone;
- Excluding members from activities and conversations;
- Pressurising other members not to be friends with the person who is being bullied;
- Spreading hurtful rumours or passing round inappropriate photographs / images / drawings;
- Shouting at or verbally abusing someone;
- Stealing or damaging someone's belongings;
- Making threats;
- Forcing someone to do something embarrassing, harmful or dangerous;
- Harassment based on race, gender, sexuality or disability;
- Physical or sexual assault (although all sexual incidents and all but very minor physical incidents constitute abuse and must be dealt with in accordance with child protection and adult safeguarding procedures).

Bullying causes real distress. It can affect a person's health and development and, at the extreme, can cause significant harm. People are often targeted by bullies because they appear different from others. Bullying may be perpetrated either directly in person or online.

We all have a role to play in preventing bullying and putting a stop to bullying.

The purpose of this policy is:

- To prevent bullying from happening in our brass band, as much as possible;



- When bullying does happen, to make sure it is stopped as soon as possible and that those involved receive the support they need;
- To provide information to all members, volunteers, young people, adults at risk, and their families about what we should all do to prevent and deal with bullying.

We will seek to prevent bullying by:

- Developing a code of behaviour that sets out the 'dos and don'ts' in terms of how everyone involved in the band is expected to behave, both in face-to-face contact and online.
- Advertise and promote the band in a way that will help to attract members from diverse groups.
- Provide welcome information to new members and help them to settle in.
- Hold discussions with members, volunteers, young people, adults at risk and families who are part of the band to ensure that they understand our anti-bullying policy.

When bullying occurs, we will respond to it by:

- Having a clear anti-bullying procedure in place;
- Providing support and training for all Officers and volunteers on dealing with all forms of bullying, including racial, sexist, homophobic and sexual bullying;
- Addressing the issue from the point of view of the person being bullied, the bully, any bystanders and the band as a whole;
- Reviewing the plan developed to address the bullying, to ensure that the problem has been resolved;
- Avoiding any punishments that make the individuals concerned seem small, or look or feel foolish in front of others.

Adrian Wallace is responsible for monitoring the effectiveness of this policy.

This policy will be reviewed every two years.

The next review is due on: 22nd May 2027