



## **SGFYM Child Protection Policy**

**Full Name of organisation:** *South Glamorgan Festival for Young Musicians*

**Festival Chair:** *Vanessa Creasy*      **Child Protection Officer:** *Dave Xerri*

**Venues:** *The Cathedral School, Llandaff, Cardiff and The City United Reformed Church, Cardiff.*

### **Purpose and Function of the Festival and Festival Concert:**

*To provide a performance opportunity for young singers and instrumentalists.*

### **Policy**

*This Policy will be freely available to all and will be displayed during the Festival. It is available on the SGFYM website and will be sent out to all competitors and teachers. SGFYM aim to involve and inform parents/guardians/carers and teachers to ensure as far as it is reasonably practicable, a safe environment at the Festival.*

### **To Whom Does this Policy Apply**

*This policy relates to children under the age of 18 years and vulnerable adults of any age who are identified to the organisers prior to their arrival at the Festival. This should be done by contacting a member of the committee, or by indicating on the entry form. The Festival actively seek to meet any special needs notified in advance to the committee by parents/ carers / guardians/ and/or teachers to enable all participants to gain the most from their involvement in this event.*

### **Festival Personnel**

*The SGFYM is run entirely by volunteers who help ensure the smooth running of the Festival by acting as stewards but their duties do not include the supervision of children. The SGFYM keep records of all stewards. SGFYM personnel can be easily identified by badges bearing the SGFYM logo. Any problems should be addressed to the committee members or stewards in the first instance. All problems will be taken seriously and documented accordingly in the incident book.*

### **Attendance at the Festival**

*The Festival is not responsible for childcare in the full meaning of The Protection of Children Act 1999. Parents/guardians/carers are reminded that they are the primary carers and the safety and good conduct of all children is totally their responsibility while attending the Festival and Concert. Where parents/ guardians/carers are not attending the Festival they must be satisfied that their children are properly supervised by another responsible adult acting on their behalf. SGFYM personnel are not permitted to take on this role.*

### **The Venue**

*The Cathedral School, Llandaff is a private school that will open to the public on the dates of the Festival and the SGFYM has no overall control over those who may choose to attend. Every effort will be made to ensure that Parents/guardians/carers are able to stay within sight of their children but it will be ultimately their responsibility to do so.*

*Performers are invited to take part in the Festival concert at The City United Reformed Church, Cardiff in the recommendation of the Festival Adjudicators. SGFYM supervise groups of children 'backstage'. When children are brought back to the auditorium after their performance they are seated and will become the responsibility of the parent/guardian/carer.*

### **Recording Equipment**

*No recording equipment, audio or visual (including mobile phones and cameras) can be used while the Festival classes are running. Children may be asked to have a still photograph taken by the SGFYM, which may be used on SGFYM notice boards for future Festivals. Any parent who does not wish their child to be photographed should let the committee know in advance or at the time.*

*NO VIDEO OR AUDIO RECORDING is permitted at any time during the Festival.*

### **The Legislation and Guidance that supports this Policy**

*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 & Court Services Act 2000., Children Act 2004.*

**Policy Review** *The Festival Organisers will constantly review their policy, improving and enhancing as necessary. In doing so they will look to the British & International Federation of Festivals for support and that body in turn will look to other appropriate agencies for good practice.*