

**SUMMARY OF SAFEGUARDING STANDARDS TO BE OBSERVED BY MUSICIANS, CLERGY AND CATHEDRAL STAFF**

When working with children and young people for the Southern Cathedrals' Festival Trustees (SCFT), clergy, musicians and Cathedral staff are acting in a position of trust. It is important that these Festival participants are aware that they may be seen as role models by children and young people and must act in an appropriate manner at all times.

**Promoting Good Practice**

We require that you:

- OPERATE within the Southern Cathedrals' Festival's (SCF) Safeguarding Policy and Guidelines. Copies of this policy will be available in the Cathedral Office, the Virgiers' Office in the Cathedral and on the Southern Cathedrals' Festival website.
- AVOID, wherever possible, situations when you could be alone with a child, young person or adult at risk. Make sure there are other adults nearby.
- NEVER administer First Aid – Contact designated First Aider or one of the Virgiers.
- DON'T communicate with any children, young person or adults at risk linked to your work in a personal capacity, e.g. avoid being friends on Facebook or any other social media platform, or exchanging email addresses or phone numbers.
- DON'T go into toilets with children or adults at risk. Enable designated school staff, in the case of children, access to the toilets, if necessary.
- AVOID physical contact with a child or adult at risk (e.g. to help with getting prepared for a service). Be aware that a brief touch on the shoulder or arm is acceptable but not a touch on any other area of the body. BE AWARE that SAFE TOUCH as outlined by the NSPCC is as follows:
  - NECESSARY: Are you sure that demonstration or verbal instruction is not adequate?
  - PERMITTED: Permission for contact has been sought and given. Ask if you can touch and accept permission may be refused.
  - CLEAR: Tell the child or young person where you are going to touch and how you will touch.
  - CONTEXTUAL: Explain why you are going to touch.
- NEVER use any form of physical discipline.
- DO NOT be overly familiar in your language or behaviour with children or be overly friendly with some at the expense of others.
- ALWAYS ensure that language is appropriate and not offensive or discriminatory.
- ALWAYS listen to and respect children and/or adults at risk in your charge and act upon any concerns or allegations of abuse.
- BE AWARE of the impact of your work on children, young people and adults at risk.
- WHISTLE BLOWING Should you have any concerns about something that you have witnessed or seen, you should alert the appropriate Safeguarding Officer immediately.
- **SAFEGUARDING OFFICERS: Chichester:** Morag Keane 07881 580310 **Salisbury:** Jackie Molnar 01722 555101 **Winchester:** Michelle Pride 01962 857290/01962 737317