

WARGRAVE FESTIVAL (“THE FESTIVAL”)
SAFEGUARDING POLICY

1. AIM OF THIS POLICY

The safety of children and members of other vulnerable groups is paramount and all, without exception, have the right to protection from abuse. This Policy describes the measures that will be implemented by Festival organisers to ensure the safety of children participating in Festival events. All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately, and all Committee members and event organisers have a responsibility to report concerns.

2. PRINCIPLES

We believe that:

- Nobody who is involved in our the Festival should ever experience abuse, harm, neglect or exploitation;
- We all have a responsibility to promote the welfare of all of our volunteers and paid helpers, to keep them safe and to operate in a way that protects them;
- We all have a collective responsibility for creating a culture in which volunteers and paid helpers not only feel safe, but also are able to speak up, if they have any concerns.

3. TO WHOM THIS POLICY APPLIES

This policy applies to all Festival organisers (hereafter referred to as “personnel”), to persons under the age of 18 years who are participating in the Festival (hereafter referred to as “children”) and to vulnerable adults. The management of the venue where a section of the Festival is held will have no influence over the running of the Festival, except insofar as the Festival is required to meet the general conditions for the hire of the premises.

Event organisers are responsible for adhering to this overall policy and for putting in place their own safeguarding procedures, as appropriate for their event.

4. FESTIVAL PERSONNEL

All those involved in the organising and running of the Festival are volunteers and receive no payment other than the reimbursement of agreed expenses.

The Festival Executive Committee will ensure, as far as is reasonably practicable, that the Festival personnel are suitable for their positions within the organisation. Helpers will be recruited by individual event organisers, preferably through personal recommendation; these helpers may be paid. Attendance by helpers should be recorded by the event organiser and the record retained for one year; organisers will brief helpers on how to deal with incidents; incidents will be recorded and that record retained for 25 years.

Neither organisers nor helpers should, other than in exceptional and unavoidable circumstances, allow themselves to be alone with any child for whom they do not have parental responsibility.

When recruiting helpers, organisers should take note of the ‘Paid and unpaid helpers aged under 18’ information supplied to all event organisers.

Should it be considered that any organisers or helpers will be in charge of or have regular contact with children then consideration will be given, in consultation with the Festival Safeguarding Officer*, to obtaining a Disclosure and Barring Service (DBS) clearance; discussion of such matters and any decision taken will be minuted and the record retained.

The Festival Committee reserves the right to take any action deemed necessary to uphold this policy.

5. SUPERVISION OF CHILDREN AND VULNERABLE ADULTS

Neither the Festival, nor the owners of the premises in which the Festival is held, will accept responsibility for the supervision of any child in any part of those premises. Parents or those with parental responsibility will remain responsible for their children's adequate supervision at all times. Where parents are not personally attending with their children they must satisfy themselves that their children will be adequately supervised.

The Festival accepts no responsibility for the supervision of children whose only association with the Festival is their attendance as members of the public.

6. DISSEMINATION OF THIS POLICY

This Policy will be communicated to all event organisers and will be available on the Festival website.

7. PHOTOGRAPHY AND RECORDING - tbc

Photographs and video recordings may be taken throughout Festival events, both by official Festival photographers and members of the public. Should a parent/guardian request the removal of a photograph/video of their child from a Festival-controlled publication, we would make every effort to comply with this request.

8. REPORTING CONCERNS

If a crime is in progress, or an individual in immediate danger, call the police, as you would in any other circumstances.

If you are a member of the public, make your concerns known to a member of the Festival Committee, who will alert the Festival Safeguarding Officer*.

Helpers should make concerns known to the event organiser. If you feel unable to do so, speak to a member of the Festival Executive Committee or contact the Festival Safeguarding Officer*.

9. LEGISLATION AND GUIDANCE SUPPORTING THIS POLICY

The Rehabilitation Of Offenders Act 1974; The Children Act 1989; The Police Act 1977; The Data Protection Act 1998; The Human Rights Act 1998; The Protection Of Children Act 1999; The Criminal Justice And Court Services Act 2000; The Children Act 2004; The Vulnerable Groups Act 2006.

10. POLICY REVIEW

The Festival Committee will regularly review this Policy.

11. ENQUIRIES

All enquiries regarding this Policy should be addressed to:

The Wargrave Festival Secretary at secwargravefestival@gmail.com

Wargrave Festival Committee
September 2023

*The current Festival Safeguarding Officer is Caroline Meader, Festival Vice Chair. She can be contacted at: carolinemeader@btconnect.com