

Teddington Choral Society (TCS) Safeguarding Policy

This safeguarding policy applies to members and staff of TCS, also to visitors, workshops or another event organised by the choir.

Legal Context

The law requires any organisation that may involve children or vulnerable adults to take all reasonable measures to ensure that the risk of harm to their welfare are minimised, and where there are concerns, to share them with other relevant local agencies. TCS recognises its responsibility to safeguard the welfare of any children or vulnerable adults with whom it comes into contact, and that everyone has the right to enjoy the activities of the choir in a safe environment, consequently the committee has therefore agreed this Safeguarding Procedure.

TCS is a Registered Charity (No 299421), it is an organisation of amateur singers composed of voluntary paying members managed by a membership committee. Officers are elected and others are co-opted to serve on the committee. TCS presents several concerts a year, sometimes performing with orchestral groups and/or professional soloists. Two members are part-time employed staff, a musical director, and an accompanist. Rehearsals are run by the musical director supported by the piano accompanist.

TCS does not advertise its activities as being suitable for children, young people, or vulnerable adults. Choir members are independent adults, with rehearsals and events taking place as a group activity. There is no need for members or staff to be alone with another member. It happens only rarely that a child or vulnerable adult joins the choir under supervision.

Principles

TCS will prioritise the safety and well-being of members.

TCS has a zero tolerance for any form of physical, emotional, sexual, or financial abuse. Any concerns will be addressed in consultation with relevant agencies.

TCS has a duty of care to recognise harm and physical and emotional harm and protect members.

All TCS members and staff will be treated with respect and dignity.

Confidentiality will be maintained with any sharing of information with relevant authorities only as necessary.

The policy will be reviewed annually and amended as needed considering any issues arising over the previous year.

Who are Children or Vulnerable Adults?

In this context anyone up to the age of 18 years is a child and anyone of 18 years or over, who is unable to take care of or protect themselves against significant harm or exploitation is a vulnerable adult.

TCS responsibility and raising concerns

TCS recognises that it is not the role of the organisation to decide whether a child or young person has been subject to harm or is unsafe. This is the responsibility of the relevant Local Authority, the NSPCC or police who have legal responsibility and powers to investigate child protection and vulnerable adult concerns under the relevant legislation. TCS has nominated a safeguarding lead member namely Clare Lucey who should be alerted immediately if members or staff have any safeguarding concerns. She will liaise with TCS committee chair and agree any action in consultation with relevant agencies as required. A permanent confidential record will be kept of the report and will be available to the Local authority or police as necessary. If the safeguarding lead is not available, then concerns should be reported to the TCS chair.

Attendance at events.

if any child / vulnerable adult attends a TCS rehearsal, performance, or other workshop event, it is the responsibility of a parent, carer, or guardian to ensure adequate supervision during the event. If the responsible adult is not personally attending, it is their responsibility to be satisfied that appropriate supervision arrangements are in place.

Joint concerts with schools or youth organisations

If TCS organises a joint concert with a school or youth organisation, TCS will make appropriate joint working arrangements to ensure children or vulnerable adults will always be under the supervision of teachers and /or parents/carers who will be fully responsible for their welfare.

First aid guidance for meetings/events:

TCS has a two trained first aid support members with knowledge of procedures for

Basic Life Support: one with a mobile phone available to call on emergency services and who is aware of the venue postcode & address in case an ambulance or other emergency service is requested. The first aider should also identify someone to remain in the street to flag down the ambulance.

Approved at a committee meeting on 07.04.25

Next review date: Spring committee meeting 2026

Signed on behalf of the Committee: Rebecca Clarke - Chairperson

Date: 07.04.25