



# LMS/IHL Child Protection Policy

## Bryan Welton, LMS/IHL Designated Safeguarding Lead (DSL)

Lambeth Music Service recognises that it has a responsibility for the safety of children in its care. It also recognises that good child protection policies and procedures are of benefit to everyone involved with the service, including staff, as they help protect them from erroneous or malicious allegations. For the purpose of this policy, LMS/IHL staff includes all employees or engaged tutors who come into contact with children, whether it be instrumental/vocal/musicianship tutors, pastoral staff, administrative staff or senior managers.

### All staff that have unsupervised access to, or contact with children are required to:

1. Read, understand and follow the Child Protection Policy
2. Recognise and accept their responsibilities
3. Develop awareness of the issues which cause children harm
4. Report concerns to senior managers

### LMS/IHL safeguards children by:

1. Adopting child protection procedures and a code of practice for all staff
2. Reporting concerns to the appropriate authorities
3. Ensuring all new staff have been police checked through the Disclosure and Barring Service
4. LMS/IHL safer recruitment procedures that help deter, identify reject people who might abuse children. We adhere to the statutory guidance **'Keeping children safe in education, Sept. 2018**, to ensure that all LMS/IHL staff have had the appropriate checks carried out.
5. Ensuring that all staff have read and are understand how to implement this policy, including:

1. Appendix 1 (Recognising and Responding to signs of abuse)
2. Appendix 2 (Digital and Social Media)

*A culture of mutual respect between children and LMS/IHL staff is encouraged, with adults modelling good practice in this context. It is part of LMS/IHL's responsibility in the duty of care towards children that anybody who encounters child protection concerns will be supported when they report their concerns in good faith.*

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*LMS/IHL recognises that the teaching of students on a one to one basis places huge trust on tutors and requires equal trust from parents and carers. We also recognise that tutors are vulnerable to malicious and erroneous allegations. This policy is designed to help protect all who teach, learn, administer and manage at LMS/IHL.*

## Local Authority Contacts:

**Bryan Welton Head of Service: 0207 091 1240**  
**Lambeth Children's services first response telephone: 020 7926 3100**  
**Out of hours telephone: 0207 926 1000**

## Code of Practice:

*Physical contact with children should be avoided in the teaching of vocal/instrumental technique. However, if all other strategies have been exhausted, it may be the professional judgement of the tutor that physical contact is necessary and appropriate. In this circumstance, the child must provide prior permission.*

1. Technique will normally be taught by explanation and by the tutor modelling good practice. Where explanation and modelling of a technical remedy has proved fruitless, a tutor's professional judgement may be that a minimum of physical contact may be required.
2. Typical examples may be related to the position of a bowing arm, or the correction of wrist or finger positions. In such circumstances the following procedures must apply:
  - i. That modelling and explanation has proved fruitless
  - ii. That the permission of the child has been requested and given i.e. "do you mind if I just move your arm a little..."
  - iii. Parents/carers have the absolute right to request a no touching policy under any circumstances. Such a request should be put in writing to the Head of LMS/IHL under confidential cover.
3. As Lambeth employees, LMS/IHL tutors may not arrange to teach a pupil on any site other than a Lambeth school or music centre.
4. Students may not be given lifts in staff private cars.
5. Where LMS/IHL for pedagogical or publicity/marketing reasons wishes to record lessons, rehearsals or other events on film or video/DVD, written permission will be required from the parents/carers of each child involved.
6. One to one lessons must be taught in rooms that have windows in the doors (schools have been advised in their Service Level Agreement that this is required).
7. It is expected that staff will not make suggestive or inappropriate remarks to or about a child, even in fun, as this could be misinterpreted.

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8. It is important not to deter children from making a disclosure of abuse for fear of not being believed, and to listen to what they have to say. Staff should not attempt to investigate a disclosure that gives rise to a child protection issue but should report the matter to the Head of LMS/IHL. Staff should never promise a child complete confidentiality in a child protection issue but should advise students that the matter will be referred on to the designated officers for child protection.
9. Staff should remember that those who abuse children can be of any age, gender, ethnic background or class, and it is important not to allow personal preconceptions about people to prevent appropriate action taking place.
10. Good practice includes valuing and respecting children as individuals, and the adult modelling of appropriate conduct – which will always exclude bullying, shouting, racism or sexism.
11. LMS/IHL tutors are encouraged to join a professional body such as a Trade Union, which can provide advice and support.

## Designated Officers for Child Protection LMS/IHL Safeguarding Team:

**Bryan Welton - Head of LMS/IHL (Designated Safeguarding Lead)**  
**Doreen Clarke - Music Service Administrator (Deputy Designated Safeguarding Lead)**  
**Daniel Clarke - Business Manager (Deputy Designated Safeguarding Lead)**

LMS/IHL Tutors also ascertain who the Designated Safeguarding Officer is in each school where they teach. Any safeguarding issues which arise at other venues will be dealt with by the Lambeth Music Service safeguarding team.

## Digital and Social Media

### Safer working practices for adults working with technology with children & young people

Professionals (including volunteers) working with children and young people must appreciate that the nature and responsibilities of their professional roles place them in a position of trust with children and young people.

This appendix provides guidance to professionals who work with children and young people around safer working practices with technology and aims to:

- Ensure that children and young people are safeguarded in the digital world
- Provide professionals with advice and good practice to enable them to work safely and also to monitor their own practices by way of a culture of vigilance in the workplace

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- Assist professionals to comply with their own Codes of Practice / Acceptable Use of Internet policies
- Minimise the risks of allegations of abuse or inappropriate behaviours being made against members of staff
- Project a clear message that unlawful or unsafe / risky behaviours are unacceptable and that disciplinary action will be taken in line with other council policies

Employees may be investigated under the recognised disciplinary procedure for non-compliance but may initially be investigated by the Council under allegation protocols to consider whether they have harmed a child; committed a criminal offence towards a child; or have otherwise behaved in a manner towards a child that determines that they are unsuitable to work with or be in a position of trust with children. The outcome of such investigations is likely to be referred to the Independent Safeguarding Authority for consideration for barring from working with children.

## **LSCB e–Safety Strategy & Policy**

Please read and refer to the LSCB e-safety strategy and policy. If you require any further clarification or advice please contact the Head of LMS/IHL.

Please read [Lambeth’s Children’s Safeguarding Board e- safety strategy and policy](#)

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