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## Child Protection Policy

### Milton Keynes Festival of the Arts for Music, Dance and Drama

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**The British and International Federation of Festivals for Music, Dance and Speech** works for amateur festivals everywhere to help create thousands of educational performance opportunities for children and young people each year.

The Federation, and our member Festivals, are committed to ensuring safe environments for children and young people and believe that it is always unacceptable for a child or young person to experience abuse of any kind.

We recognise our responsibility to safeguard the welfare of all children and young people, by a commitment to recommend best practice which protects them.

This policy applies to our Board of Trustees, paid staff, Adjudicator members, volunteers, students or anyone working on behalf of the Federation and our member Festivals.

**We recognise that:**

- the welfare of the child/young person is paramount.
- all children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have the right to equal protection from all types of harm or abuse
- working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

**The purpose of the policy:**

- to provide protection for the children and young people who participate in our festivals, including the children of festival members.
- to provide staff and volunteers with guidance on procedures they should adopt in the event that they suspect a child or young person may be experiencing, or be at risk of, harm.

**We will seek to safeguard children and young people by:**

- valuing them, listening to and respecting them
- adopting child protection guidelines through procedures and safe working practice for staff and volunteers
- recruiting staff and volunteers safely, ensuring all necessary checks are made
- sharing information about child protection and safe working practice with children, parents, staff and volunteers
- sharing information about concerns with agencies who need to know, and involving parents and children appropriately
- providing effective management for staff and volunteers through supervision, support and training.

The Federation will review this policy each year in November in line with any changes in legislation or guidance.

### **Creating Safer Festivals for Everyone**

The Federation and its member Festivals use the following policies and procedures to create **Safer Festivals** for everyone:

1. A single, definitive Child Protection Policy adopted by all Federation Festivals.
2. One or more designated Festival Safeguarding Officers (FSO) appointed for each Federation Festival.

Milton Keynes Festival contact: Mrs Janice Hughes Phone: 01908 676987

3. Best practice advice in the form of **Safe Working Practice** and **Festival Child Protection leaflets**, with support and training for all Festival staff and volunteers. Including clear reporting procedures for anyone with a concern about a child.
4. Appropriate recruitment and induction procedures for all new Festival staff and volunteers responsible for providing safe environments for everyone attending / performing at a Federation Festival.
5. All Festival personnel wear an official badge. All teachers/parents/guardians /carers are asked to report all incidents of any nature to anyone wearing a badge. All reported incidents will be handled in accordance with the **Safe Working Practice** and **Festival Child Protection** best practice advice. In addition we will ensure the availability of a quiet area / room where concerns can be expressed in private.
6. For the duration of a Festival all teachers/parents/guardians/carers are responsible for the continuous care and supervision of their own children / pupils. This includes supervision throughout all Festival venues, practice and changing areas that may be provided. The Festival cannot take responsibility for any property left unattended.
7. No unauthorised photography, audio or video recording of children and young people is allowed at our Festivals. Where parents/guardians/carers do not wish photos, videos or filming to be taken at all, then the responsible adult attending should ensure that their child is not included in official photos, videos or films.
8. Some children and vulnerable adults may have specific needs in order to take part. If this is the case, we ask the responsible teachers / parents / guardians / carers to contact the Festival Organisers when submitting the entry. The Festival actively seeks wherever possible to meet these needs but must know beforehand in order to prepare support – or to advise that help cannot be provided on this occasion.
9. The Festival's Child Protection Policy and approach to Creating Safer Festivals for Everyone is published explicitly in our Syllabus, Programme and Website. By completing and signing the entry form (or online entry system) all parents / guardians / carers and teachers of entrants under 18 (or vulnerable adults of any age) confirm that they give (or have obtained) the necessary consents for the entrants to take part in the Festival. Without consent the entry to the Festival cannot be accepted.

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Child Licensing Regulations regarding Child Performances  
(children aged 16 or under)  
Milton Keynes Festival of the Arts for Dance, Music and Drama 2023

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**The children involved in the festival will need to either be authorised by a Body of Persons Approval or utilise the licensing exemption known as the 'four day rule'.**

Body of Persons Approval (BOPA)

A BOPA removes the need to apply for individual licences for child performers and it is granted to the organisation that is responsible for the performance, such as our festival. It is therefore the organisation that is approved as a suitable group. It can apply to one performance or a series of performances so could cover a whole festival, from adjudicated classes right through to a gala show.

The BOPA is applied for by the festival organiser.

In order to satisfy the local authority that our festival is a suitable organisation to be granted a BOPA, the local authority needs to see evidence of the following:

- Clear and robust safeguarding policies
- Designated Safeguarding Officer
- A regularly updated Child Protection Policy in place
- Evidence of any safeguarding training undertaken by festival team
- DBS checking of volunteers
- The supervision of children from sign-in to sign-out, including provision for supervision backstage if applicable.
  - Our festival satisfies all the above requirements.

Your help and assistance with this is greatly appreciated and if you have any queries or concerns please do let me know.

Best wishes

Pat Haig

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