

SAFEGUARDING POLICY

Slough Music Service has the following safeguarding procedures in place for staff working in schools. This policy complies with the following documents:

- Safeguarding Children and Safer Recruitment in Education (1st Jan 2007)
- Briefing for Section 5 Inspectors on Safeguarding Children (Jan 2010)

This policy is updated and ratified annually by Headteacher representatives on the Music Service Steering Group.

Employed staff

All employed staff are subject to enhanced CRB clearance by Slough Borough Council. Employed staff carry an SBC identity badge. All staff employed since January 2010 have been recruited under the safer recruiting regulations by senior staff who have attended NCSL safer recruitment training. All employed staff undergo child protection training, which is renewed every two years.

Self employed

We use a number of self-employed staff to deliver our services. Where it is not practical to request a new SBC disclosure (typically because of the short-term nature of their employment), we will have seen a CRB disclosure which will be dated within the last three years. Slough Borough Council may or may not be the issuing authority. These staff members have been advised to carry a form of photographic ID, which schools can ask to see.

Agency staff

Where staff are provided by an agency, the responsibility for safeguarding lies with the agency and the agency will have confirmed to us that they have carried out the necessary checks.

Visiting staff

Those who come under the OFSTED categorisation of 'visiting staff' are only used where they are working in a supervised environment (either with school or music service staff as supervisor). Headteachers will always be informed where this is the case.

Confirmation and record keeping

We will not automatically send CRB disclosure details to schools, as written confirmation (this policy) that we have completed safeguarding checks is sufficient for your records.

Please contact the music service with any queries or comments on the above policy.



Simon Lock
Head of Slough Music Service
10th January 2012

M. Ball

M. BALL 10/1/12

G. MORRISON

Gwendy Morrison

10/01/12

Sube O'Brien

B. JULIE O'BRIEN

10/01/12

Head Teacher Representatives. 10th January 2012