

INVERCLYDE MUSIC FESTIVAL ASSOCIATION

SAFEGUARDING POLICY IMPLEMENTED FROM NOVEMBER 2012 (reviewed August 2023)

Full Name of Organisation	Inverclyde Music Festival Association, Greenock
	Scottish Charity No SC022119
Chairman's Name and Address	Mrs Isabella Lind. 1, Margaret St., Greenock PA16 8AS
Venue	Greenock Town Hall, Beacon Arts Centre Greenock Baptist Church Inverclyde Academy
Dates	22 rd January – 3 rd February 2024

The safety of children and members of other vulnerable groups is paramount and all, without exception, have the right to protection from abuse. All suspicions and allegations of abuse will be taken seriously, responded to swiftly and appropriately and all the Festival's organisers and volunteers have a responsibility to report concerns.

1. PURPOSE AND FUNCTION OF ORGANISATION

The purpose of the Inverclyde Music Festival Association is to encourage a platform for performance in Music, Speech, and Scottish Country Dancing for amateur performers, both juvenile and adult at an annual competitive Festival, held during January / February each year. Each class will be adjudicated by an appropriate professional adjudicator, who in his / her adjudication will offer comment and support to performers both orally and in a written adjudication.

2. THE FESTIVAL ENVIRONMENT

Classes will be held in :
Greenock Town Hall Buildings, both the Town Hall and Saloon
The Beacon Arts Centre, Greenock will be used for some classes
Greenock Baptist Church, (Greenock) will be used for Bagpiping classes.
Inverclyde Academy will be used for Percussion classes

It will be clearly stated in the Programme where individual events take place.
All events are open to the public and an entrance fee for members of the audience is charged.

The Festival is organised by a committee of volunteers, assisted during the Festival by a number of others who undertake stewarding and other duties. The organisers and volunteers receive no remuneration whatsoever.

It is the policy of our Festival to inform and involve parents / guardians / carers and teachers in partnership with you to ensure as far as it is reasonably practicable a safe environment at our Festival. We do this by ensuring that you receive a copy of this policy at the time you are making arrangements to attend our Festival.

TO WHOM DOES THIS POLICY APPLY

This policy relates to children under the age of 18 years and members of vulnerable groups of any age whose needs are identified to the Festival organisers by parents / guardians/ carers and teachers prior to their arrival at the Festival. This should be done by contacting the email address at the foot of the document. Our Festival actively seeks wherever possible to meet these needs, (within the limitations of the venues used) , but must know beforehand in order to prepare support. You will be told if we are unable to help.

3. FESTIVAL PERSONNEL

All Festival personnel, with the exception of adjudicators and accompanists, are volunteers. They are known to the Festival organisers and necessary documentation is held by our Safeguarding Officer.

Details of duties of volunteers are available in writing to all volunteers.

All personnel will wear a white badge with their name, designation and the IMFA logo and year of Festival. These people can be contacted with any queries.

Any problem during the Festival should be addressed to a Festival Committee Member and will be taken seriously, documented and dated.

4. PREPARATION FOR ATTENDANCE AT THE FESTIVAL

This policy will be published on our Web Site, and sponsors, when entering a competitor should indicate on the Entry Form that they have read this policy.

This policy has been prepared for parents/ carers/ guardians and teachers so that they become partners in implementing this policy.

Where parents/guardians/ carers are not personally attending with their children, this Policy requires them to be satisfied that their children will be accompanied to the Festival and adequately supervised by responsible adults acting on their behalf.

Where an entry has been sponsored by a school it is important that the school makes parents/ carers /guardians aware of this policy.

5. PERFORMANCE AREAS AND CHANGING AREAS

In each venue there will be areas designated as changing areas and these areas will be supervised.

6. PHOTOGRAPHS, VIDEOTAPES AND PRESS PHOTOGRAPHY

The use of video, audio recording equipment of any kind or flash photography is not permitted during performances.

A photographer from the Greenock Telegraph may attend to take photographs before / after events for publication in the local paper.

7. THE LEGISLATION AND GUIDANCE THAT SUPPORTS THIS POLICY

The Rehabilitation of Offenders Act 1974,; The Children Act 1989; The Police Act 1997; The Data Protection Act 1998; The Human Rights Act; The Protection of Children Act 1999; The Criminal Justice and Court Services Act 2000; The Children Act 2004; The Vulnerable Groups Act 2006.

8. POLICY REVIEW

The organisers will constantly review their policy revising, and enhancing it as necessary. In doing this they will look to the British and International Federation of Festivals for support and that body, in turn, will look to other agencies for good practice, most notably the RSSPCC and the Arts Council for Scotland Policy Guidelines.

CONTACT

IMFA SAFE GUARDING OFFICER
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