



## **Vulnerable People**

### **Policy and Procedures**

**Aim: To safeguard and protect children, young people and vulnerable adults**

### **Position Statement**

Music for People (M4P) has a duty of care to safeguard all children & vulnerable people involved in the M4P Summer School of Music from harm. All children & vulnerable people have a right to protection, and the needs of disabled children and others who may be particularly vulnerable must be taken into account. M4P will ensure the safety and protection of all children & vulnerable people involved in the M4P Summer School of Music through adherence to the Protection of Vulnerable People guidelines.

### **Definitions**

- A child is defined as under 18 - The Children Act 1989
- A Vulnerable Adult is defined as any person aged 18 or over who:
  - Is or may be in need of assistance by reason of mental, physical or learning disability, age or illness, and who:
  - Is or may be unable to take care of him or herself or unable to protect him or herself against significant harm or serious exploitation which may be occasioned by the actions or inactions of other people

### **Procedure**

1. M4P shall consider all the risks that may arise from our contact with the vulnerable person, and take all reasonable steps to ensure their safety. Before having any significant direct contact with the vulnerable person, M4P shall get the written agreement of the legal carer or guardian of the vulnerable person.
2. As part of the procedures mentioned in paragraph 1, M4P shall check with the Criminal Records Bureau the backgrounds and disclosures of any person that requires such a check to be made under current legislation.
3. M4P shall check the legal requirements for working with vulnerable people.
4. M4P shall consider the replies to each Criminal Records Bureau check carefully for issues or matters that may cause concerns about the appropriateness of the appointment of any person about whom a Criminal Records Bureau check has been made. When considering any concern, M4P shall consider the risk to anybody identified as being vulnerable.

## Statement of Intent

“Music for People” will strive to:

- Respect and promote the rights, wishes & feelings of the people the policy wishes to protect.
- Ensure that effective procedures are in place, regularly reviewed and updated in line with legislation.
- Protect all of M4P’s students, Directors, contractors, etc
- Ensure those working within the organisation are safe to do so
- Ensure all students, Directors, contractors, etc are equipped to implement the policies and procedures.
- Ensure that any partner organisations have appropriate policies and procedures in place
- Actively promote the policies and procedures
- Ensure that all incidents of suspicious poor practice and allegations should be taken seriously and handled effectively
- Provide appropriate support to:
  - Those at risk of abuse
  - Those accused
  - Those reporting concerns / incidents

## Further Information

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The directors of Music for People are responsible for ensuring that the organisation complies with all legislation relevant to the protection of vulnerable people.

### Other contacts & information

The National Society for Prevention of Cruelty to Children’s document Firstcheck gives a comprehensive step-by-step guide for organisations to safeguard children. Stopcheck is an explanatory booklet that helps organisations that provide activities or services for children to develop child protection policies and procedures. Both are available from [www.nspcc.org.uk/inform](http://www.nspcc.org.uk/inform)

### **Protection of Vulnerable Adults scheme**

(extract from Department of Health website [www.dh.gov.uk](http://www.dh.gov.uk) )

Provision for the Protection of Vulnerable Adults scheme is made in Part 7 of the Care Standards Act 2000. At the heart of the POVA scheme is the POVA list. From 26 July 2004, individuals should be referred to, and included on, the POVA list if they have abused, neglected or otherwise harmed vulnerable adults in their care or placed vulnerable adults in their care at risk of harm. By making statutory checks against the list, providers of care must not offer such individuals employment in care positions. POVA checks are requested as part of Disclosures from the Criminal Records Bureau (CRB).

The POVA scheme will add significantly to current pre-employment checks - including confirming identity, requesting Disclosures and obtaining references - that providers of care should carry out before offering individuals employment in care positions.