



INDEX CANTORUM SAFEGUARDING POLICY

Summary – principal tenets

- Only in exceptional circumstances does a young person or vulnerable adult rehearse and perform with Index Cantorum.
- Any such person(s) invited to participate in Index Cantorum Choral projects will be asked together with a parent or other responsible adult, who themselves will also be participants. The parent or other responsible adult remains responsible for them throughout rehearsals and performances.
- Mark Williams, Director of Index Cantorum, has been Disclosure Barring Service (DBS) - checked in connection in with singing duties that are comparable to Index Cantorum choral projects. He has also completed the Church of England's Safeguarding Foundations (C1) course.
- Karen Williams is nominated as a Designated Person in relation to Safeguarding, who, from her role as a teacher, DBS-checked, is able to provide guidance on Safeguarding matters.

Legal Context

The law requires any organisation involving young people and vulnerable adults to take all reasonable measures to ensure that the risk of harm to their welfare are minimised, and where there are concerns, to share them with other local agencies. The relevant legal requirements are derived from, inter alia, The Children's Act 1989, The Human Rights Act 1998, The Protection of Children Act 1999, The Sexual Offences (Amendments) Act 2006, [Working Together to Safeguard Children 2018](#).

Index Cantorum recognises that it is not its role to decide whether a child or vulnerable adult has been abused or not. This is the role of the Social Services department who have legal responsibility or the NSPCC who have powers to investigate child protection concerns under the Children Act.

Good Practice

In developing this policy, Index Cantorum has reviewed relevant good practices, taking as input examples of policies of relevant organisations that operate in a similar manner (notably [Winchester Cathedral](#), , [Southern Cathedrals Festival](#), [Kingston Choral Society](#).)

Who are Children or Vulnerable Adults?

In this context anyone up to the age of 19 is a child and anyone over 18 years who is or may be unable to take care of themselves or unable to protect themselves against significant harm or exploitation is a vulnerable adult.

How Index Cantorum Operates

Index Cantorum is a collection of singers, organised and directed by its founder and choir director Mark Williams. Choir events are run on a project basis, with a different choir membership for each

event. There are no committees, elected officers, employed staff, nor volunteers in the conventional sense.

Index Cantorum does not advertise itself as an activity for children or vulnerable adults. Choir members are almost always independent adults. Only in exceptional circumstances does a young person or vulnerable adult rehearse and perform with Index Cantorum.

Choir rehearsals and performances are group activities, and there is no need for a member of the choir to be alone with another member of any age. Index Cantorum is thus unlikely to be targeted by a person seeking opportunities to abuse children or vulnerable adults. Nevertheless, the Director, Index Cantorum, recognises the need to safeguard any young and vulnerable members, and has therefore developed the following Policy statement.

Index Cantorum Safeguarding Policy

1. Index Cantorum will make its Safeguarding policy available on its website. (www.indexcantorum.org.uk). The director will draw it to the attention of Index Cantorum participants annually. At the beginning of any projects where young or vulnerable members may be taking part, the director will draw it to Index Cantorum participants' attention, and have them confirm that they have read it (email, electronic poll).
2. Any Young person or vulnerable adult invited to participate in Index Cantorum Choral projects will be invited together with a parent or other responsible adult, who themselves will also be participants. The parent or other responsible adult remains responsible for them throughout rehearsals and performances.
3. The Director of Index Cantorum, Mark Williams, has been checked by the Disclosure Barring Service (DBS), in connection with his duties as a singer at Winchester and Salisbury. The Director has also completed the Church of England's Safeguarding Foundations (C1) course.
4. Index Cantorum is pleased to be able to nominate a Designated Person, Karen Williams, who is also DBS-checked, and has received safeguarding training as a teacher.
5. Members of the choir will report any concerns to the Designated Person. Guidance pertaining to Safeguarding situations is available from the Designated Person.
6. In the absence of the Designated Person the matter should be brought to the attention of the Director, Index Cantorum. A permanent confidential record will be kept of the report.

The policy is reviewed annually, first Saturday of January.

Mark Williams

Director

Revision: 20190101