

Committee: Board of Governors of the Guildhall School of Music & Drama	Date(s): 23 September 2019
Subject: Safeguarding Policy	Public
Report of: Director of Guildhall Young Artists and Safeguarding	For Decision
Report author: Director of Guildhall Young Artists and Safeguarding	

Summary

The Safeguarding Policy has been redesigned and updated to make the document more user friendly.

The main changes are:

- There are now 8 sections to the policy and 9 appendices
- Flow charts to clearly define reporting procedures
- The opening “What to do” chart and how to report pages have been updated and redesigned
- The Safeguarding and Prevent Organisational and Reporting Chart has been updated and contact details now include details of the local LADOs
- Section 2 has been updated to reflect the most recent guidance
- Section 5 has been updated reflecting the responsibilities for the Director of Guildhall Young Artists and Safeguarding and the Head of Safeguarding and detailed reporting information.
- Sections 6 and 7 outline safer recruitment procedures and managing allegations about staff and Section 8 details the measures being taken to create a safeguarding culture
- Key contact details have been updated in Appendix 1 and the reporting form has been updated in Appendix 2
- Definitions of abuse are included in Appendix 3 and detailed online links have been added in Appendix 4
- Appendix 5 has been updated to reference the most recent legislation
- Leadership and Governance responsibilities are outlined in Appendix 6
- Appendix 7 includes information for contractors and students
- The advice to staff section in Appendix 8 has been updated and Appendix 9 outlines the Events approval process as part of the Prevent duty

Recommendation(s)

Members are asked to:

- Approve the revised Safeguarding Policy

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