

SGM Music Group Limited - Safeguarding Policy 2024

1. Policy Statement

SGM Music Group Limited is committed to providing a safe environment for all participants, especially vulnerable adults and young people under the age of 18. We recognise our responsibility to promote and safeguard the welfare of individuals involved in our consultancy services and online masterclasses. This policy applies to all staff, contractors, and volunteers working with or on behalf of SGM Music Group Limited.

2. Purpose

The purpose of this policy is to:

- Protect children, young people, and vulnerable adults who attend and participate in SGM Music Group Limited's services or education events.
- Provide staff and volunteers with guidance on safeguarding and ensuring best practices are followed.

3. Scope

This policy applies to:

- All SGM Music Group Limited staff, contractors, and volunteers.
- All activities and events held by SGM Music Group Limited, including online masterclasses, consultancy sessions, and client meetings.

4. Safeguarding Principles

SGM Music Group Limited upholds the following principles:

- The welfare of children, young people, and vulnerable adults is paramount.
- All individuals, regardless of age, gender, race, disability, sexual orientation, or religion, have the right to protection from harm.
- All concerns and allegations of abuse or inappropriate behaviour will be taken seriously and responded to promptly.

5. Roles and Responsibilities

- **Designated Safeguarding Lead (DSL):** Scott Garrett will be the DSL responsible for overseeing the safeguarding policy and being the primary point of contact for any safeguarding concerns.
- **All Staff and Volunteers:** All team members must be aware of safeguarding policies and procedures, participate in training, and report any concerns.

6. Safer Recruitment

SGM Music Group Limited follows safer recruitment procedures, including conducting background checks (such as DBS checks where applicable) and thorough interviews for all individuals working with children, young people, or vulnerable adults.

7. Online Safety and Security

For all online masterclasses and virtual sessions, we commit to:

- Using secure platforms for all online events.
- Ensuring that online sessions are monitored by a staff member.
- Providing participants with guidelines on online safety and encouraging parents/guardians to supervise young attendees.

8. Reporting and Responding to Safeguarding Concerns

Any concerns or suspicions of abuse, neglect, or exploitation should be reported to the DSL, Scott Garrett, without delay. The DSL will then follow appropriate procedures to assess and report the concern to relevant authorities, such as the Local Safeguarding Children Board (LSCB) or Social Services, if necessary.

9. Confidentiality and Data Protection

SGM Music Group Limited is committed to confidentiality and adheres to the Data Protection Act 2018 and GDPR. Information related to safeguarding concerns will be shared only with those directly involved in addressing the concern and will be stored securely.

10. Monitoring and Review

This policy will be reviewed annually or whenever there are significant changes to safeguarding regulations. All updates will be communicated to staff and included in any relevant training sessions.

11. Training and Awareness

SGM Music Group Limited is committed to ensuring that all staff, contractors, and volunteers receive training on safeguarding procedures and understand their responsibilities. Training sessions will be held annually, with additional updates provided as needed.



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