

## Safeguarding Choristers at Salisbury Cathedral

### 1. Those Responsible for Safeguarding Arrangements

Safeguarding the Cathedral's Choristers is the responsibility of everyone. However, the Chapter and the School recognise the need to identify individuals who take a lead in this area and to whom others can look for advice. The following personnel are key in this respect:

- **The Cathedral Chapter Clerk (Chief Operating Officer)**- Mrs Jackie Molnar
- **The Chapter Representative nominated for Safeguarding and the School nominated Safeguarding Governor** - Canon Anna Macham (Canon Precentor)
- **The Cathedral Director of Music** - Mr David Halls
- **The School Headteacher** - Acting Headteacher Mr Nick Hawker
- **The Cathedral Assistant Director of Music** - Mr John Challenger
- **The School Designated Safeguarding Lead** - Mrs Karen Thomas
- **The Chorister Tutor** - Mr Jake Reynolds
- **The Cathedral Verger nominated for Safeguarding** - Mr Andrew Baker
- **The School Deputy Safeguarding Lead** - To be advised
- **The Diocesan Safeguarding Advisor** - Mr Jeremy Carter
- **Wiltshire Multi-Agency Safeguarding Hub (MASH Team)**

### 2. Policy and Guidance Informing this Document

Church of England Policy Statements:

- Promoting a Safer Church, the C of E's Safeguarding Policy for children, young people and adults (2017)
- Protecting All God's Children (safeguarding policy for children and young people, fourth edition, 2010)
- Promoting a Safe Church (safeguarding policy for adults, 2006) And the following Church of England Good Practice Guidance:
  - Safeguarding Training and Development Practice Guidance (2019)
  - Responding to Serious Safeguarding Situations (2017)
  - Risk Assessment for Individuals who may Pose Risk to Children/Adults (2015)
  - Safer Recruitment and People Management (2022)
  - Responding Well to Domestic Abuse (2017)
  - Responding Well to those who have been sexually abused (2011)

In addition:

- Salisbury Cathedral School Safeguarding Policy (2021)
- Salisbury Cathedral Safeguarding Policy (2019)
- Keeping Children Safe in Education (2021)

A current copy of the School's safeguarding policy is available in the Vestry. Once read, the vergers sign the policy, which is updated annually in accordance with the School's statutory obligations.

### **3. In the Event of an Allegation of Abuse**

Should a chorister allege abuse, or someone else suspects abuse, the advice contained in Section 6 of the House of Bishops' Child Protection Policy Protecting All God's Children will be followed. If the person who receives such information is uncertain of the correct procedure, they should seek the advice and support of any of those named above.

If an allegation of abuse by a Church Officer (i.e. anyone, paid or a volunteer, who is appointed and working on behalf of the Church of England) is made, then the procedure outlined in the Church of England's guidance document Responding to Serious Safeguarding Situations will be followed.

The Chapter and School will work together to co-operate fully and openly with the statutory and voluntary agencies concerned with investigating such allegations and they will not conduct investigations on their own without prior consent.

### **4. Safeguarding is everyone's responsibility**

Abuse can take many different forms, such as neglect, sexual abuse, physical abuse, emotional abuse, child exploitation, or modern slavery. If you are concerned that a chorister is being abused or is at risk of harm please call someone and report your concerns. Don't assume someone else will take responsibility and make that phone call.

If you think that a chorister is in immediate danger call the police on 999.

If you think that a chorister has been harmed or is being neglected:

Contact the Wiltshire Multi-Agency Safeguarding Hub on 0300 456 0108, if out of office hours, the Emergency Duty Team on 0300 456 0100

or

Contact the police to discuss a child protection or safeguarding concern when a chorister is not in immediate danger telephone 101

Other agencies who can give advice: ChildLine 0800 1111 NSPCC 0808 800 5000

### **5. Membership of the Independent Safeguarding Advisory Group**

Representatives from the School, the Cathedral and its Chapter and the Diocese meet termly to review policies and procedures and make plans to implement any changes to these in line with new legislation or guidance from Government and Church bodies. The chair is independent and holds the position of: Senior Lecturer in Social Work. Minutes are circulated to group members and the Cathedral Chapter.

### **6. Specific aspects of chorister life requiring safeguarding consideration**

#### **Regular Routine.**

The Director of Music trains the choristers. He is assisted by the Assistant Director of Music and the Organ Scholar. One of the two Chorister Tutors, or another qualified member of School staff is in attendance in the building at all Cathedral rehearsals and services for the supervision and welfare of the choristers. Whether employed by the Cathedral or the School, all adults responsible for training and supervising the choristers undergo all the recruitment checks in line with the Cathedral's Safer Recruitment protocols and the School's statutory obligations, this includes DBS checks. All receive regular safeguarding training and are briefed by the School's Safeguarding Lead, so that they are familiar with annual updates.

### Red Week - boys on weekend duty

Day	07:45 - 09:00	16:20 - 17:30	17:30 - 18:20
Monday	Rehearsal B/G	B Rehearsal G Theory	B Evensong
Tuesday	Rehearsal B/G	B Rehearsal	B Evensong
Wednesday			
Thursday	Rehearsal B/G	G Rehearsal	G Evensong
Friday	Rehearsal B/G	B/G Late rehearsal (16:30 - 17:45)	
			16:00 - 18:20
Saturday			B Evensong
	8:20 - 12:00		15:45 - 17:30
Sunday	B Mattins and Eucharist -		B Evensong

### Blue Week - girls on weekend duty

Day	07:45 - 09:00	16:20 - 17:30	17:30 - 18:20
Monday	Rehearsal B/G	G - Rehearsal B Theory	G Evensong
Tuesday	Rehearsal B/G	B Rehearsal	B Evensong
Wednesday			
Thursday	Rehearsal B/G	G Rehearsal	G Evensong
Friday	Rehearsal B/G	B/G Late rehearsal (16:30 - 17:45)	
			16:00 - 18:20
Saturday			G Evensong
	08:20 - 12:00		15:45 - 17:30
Sunday	G Mattins and Eucharist		G Evensong

### Weekday refreshments at School

4.00 - 4.20pm Monday, Tuesday, Thursday and Friday. Chorister tea, at School, is supervised by the duty Chorister Tutor

### Sunday morning refreshment break

9.50 - 10.15am Sunday

The break between the Cathedral Eucharist and Mattins is supervised by the duty Chorister Tutor.

In the case where the duty Chorister Tutor is absent from the Cathedral rehearsal or service time, another member of school staff will be on hand. Where necessary, the duty Chorister

Tutor or member of the Vestry staff will contact the School Matron, during school hours, or Boarding staff on the boarding mobile at all other times, should a chorister fall ill or require minor medical attention. In serious cases, the ambulance service will be contacted directly. The Head Verger, Mrs Esther Lycett, reviews this procedure with her colleagues.

In the event that more than one chorister falls ill or requires attention and the duty Chorister tutor has left the Cathedral Quire, a member of the ministerial team or a Lay Vicar who is present in the service, will assume responsibility should any additional chorister(s) fall ill or need attention.

If the Chorister Tutor is away from the Cathedral Quire, but still within the Cathedral building, they will be contacted by the use of a paging system.

#### **Weekday morning and arrival at school.**

The duty Chorister Tutor completes the school register of all choristers who are in the care of the Cathedral Staff (Director of Music, Assistant Director of Music, Organ Scholar, or duty Chorister Tutor) at the start of the school day. The register is kept at the School Reception desk. Any changes (late arrivals or early departures) are reported promptly to the receptionist. Upon return to the School, the duty Chorister Tutor acknowledges that all choristers are returned to School.

#### **Weekday afternoon/evening.**

The duty Chorister Tutor completes the school register of all choristers who are in the care of the Cathedral Staff beginning at Chorister Teatime. At the conclusion of the service the duty Chorister Tutor completes the choir attendance/sign-out log, releasing choristers to a) the care of their parents/guardians or b) the School boarding staff. The duty Chorister Tutor ensures the Boarding staff have all returning choristers checked in under their care before departure. The choir attendance/sign-out log is retained by the duty Chorister Tutor.

#### **Weekend.**

The duty Chorister Tutor completes the choir attendance/sign-out log registering their arrival for Saturday afternoon rehearsal and Evensong, Sunday morning rehearsal and services, and Sunday afternoon rehearsal and Evensong as appropriate to the duty schedule. At the conclusion of the practice and/or service, the duty Chorister Tutor completes the attendance/sign-out log as above ensuring choristers are checked-in with School boarding staff before departure. The choir attendance/sign-out log is retained by the duty Chorister Tutor.

The duty Chorister Tutor is always present when the choristers are robing in the choir vestry. The Lay Vicars (the adults who sing in the Cathedral Choir) use the same space to robe. The Lay Vicars do not have unsupervised access to the choristers and all have undergone the statutory recruitment checks.

#### **Foundation visits, trips and tours, concerts.**

These are planned by the Director of Music in consultation with the Headteacher and must be approved formally at a Chapter meeting and School governors for insurance purposes. In the case of major, residential tours, the level of planning includes:

- A comprehensive reconnoitre by key staff
- Ensuring that all choristers are hosted in hotel-style accommodation with their nominated chaperones, as opposed to using private homestays

- Detailed risk assessments of all accommodation, rehearsal and performance venues, travel arrangements and all other sites visited
- Writing a dedicated safeguarding policy, adapted from the frameworks used by the Cathedral and School for their individual policies
- Devising a range of ‘crisis management’ policies
- Ensuring that all adults attending the tour sign a code of conduct and provide evidence that they have read all the relevant safeguarding policies and risk assessments
- Ascertaining contact details for all persons responsible for safeguarding at key venues as well as the national safeguarding agency’s contact details
- The Cathedral Chapter, School governors and an independent solicitor fully scrutinising all insurance policies.

### **Exeats.**

These are planned in consultation with the Headteacher, Chorister Tutors, and Head of Boarding using the School’s boarding house policies and procedures.

### **Southern Cathedrals Festival (SCF).**

This is planned by the SCF Trustees in consultation with the Safeguarding representatives from Chichester, Salisbury and Winchester cathedrals’. Plans and policies are approved formally at a Chapter meeting for insurance purposes. A separate safeguarding policy is produced for the Festival and revised annually, in line with changes in legislation and taking into account each of the three Cathedral locations and their specific circumstances.

### **Choristers/Probationers under eight years of age.**

Children under eight are subject to special legal provisions when they are on site for more than two hours. This includes the youngest members of the choir. Before that time, they are scheduled to attend morning rehearsals only and are on site for less than two hours. We are advised by Wiltshire Council that registration with Social Services is not required.

### **Public Relations and Public Interaction.**

The Chapter has a blanket permission for choristers for public relations. In the event of an interview or recording, the duty Chorister Tutor, a member of School or Cathedral staff who is DBS checked will be present at all times. Casual interaction with the public is deterred through isolation and escort. Travel to and from the School and Cathedral is via the Cloisters, South Transept, and Vestry aisle. The Vestry aisle is typically closed to the public during service times. Choristers remain in the Vestry and Vestry aisle when unescorted alone.

In the event of the aisle being open to the public, choristers remain within the vestry until departure when they are escorted by the duty Chorister Tutor or other member of Cathedral or School staff that is DBS checked. On the occasions when there is a large service, family members are brought into the Vestry aisle away from the public to greet their choristers under supervision of the duty Chorister Tutor or Cathedral staff.

### **Shared access to Salisbury Cathedral.**

When the choristers and any of the pupils of Salisbury Cathedral School are in the Cathedral, they are always accompanied and supervised by a Cathedral employee responsible for their choral training, or a member of School staff. All adults remain vigilant knowing that there

are times when the Cathedral is open to members of the public, including tourists, pilgrims or worshippers. Where appropriate, signage is used to demarcate areas out of bounds to members of the public to help safeguard the choristers and pupils. Signage also indicates that photography in the Cathedral is forbidden during services and rehearsals.

#### **Pastoral Care and Welfare.**

A weekly meeting is held to discuss and consider the pastoral care and welfare issues of choristers. The balancing of chorister schedule, academic workload, athletic and school activities, family and personal time, and their overall health and well-being are considered. This meeting is attended by the Headteacher or their Deputy, Cathedral and School Directors of Music, Chorister Tutors, and the School Head of Boarding.

#### **Cathedral Toilets.**

There is one solitary lockable toilet cubicle in the vestry. When the choristers are in the Cathedral, this toilet is designated for their sole use. At all other times Cathedral clergy and vestry staff may use this facility. All of these adults are DBS checked.

The choristers are encouraged to use the toilets at the School before or after rehearsals and services. In the event there are a great number of choristers simultaneously requiring the toilet, the choristers are escorted to the public toilets within the Cloisters (Little Paradise), by the duty Chorister Tutor. For some occasions, the upper floor toilets in the Cloisters are designated for the sole use of the choristers. In this instance, the choristers would be escorted to and from the Cloisters.

#### **Reviewed November 2023**

##### **Person(s) responsible:**

Canon Precentor

Director of Music

Cathedral School Headteacher

Chapter Clerk (Chief Operating Officer)