

Safeguarding Choristers at Salisbury Cathedral

June 2018

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 Executive Director and Chapter Clerk – Mrs Jackie Molnar
- The School Nominated Safeguarding Governor – Canon Ed Probert (Acting Dean)
- The Chapter Representative nominated for Safeguarding – Revd Canon Thomas Woodhouse
- The Cathedral Verger nominated for Safeguarding – Mr Andrew Baker
- The School Head Master – Mr Clive Marriott
- The School Safeguarding Lead – Mr Duncan Hodson
- The School Deputy Safeguarding Lead – Miss Gill Parkin
- The Chorister Tutor – Mrs Janet Wetzel
- The Diocesan Safeguarding Officer – Mrs Heather Bland
- Wiltshire Local Safeguarding Children's Board 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](#) (2017)
- [Responding to Serious Safeguarding Situations](#) (2015)
- [Risk Assessment for Individuals who may Pose Risk to Children or Adults](#) (2015)
- [Safer Recruitment](#) (2016)
- [Responding Well to domestic abuse](#) (guidelines for those with pastoral responsibility, 2017)
- [Responding Well to those who have been sexually abused](#) (policy and guidance for the Church of England, 2011)

In addition:

- [Salisbury Cathedral School Safeguarding Policy](#) (2017)
- [Salisbury School Safeguarding Policy](#) (2017)
- [Keeping Children Safe in Education](#) (2018)

3. In the Event of an Allegation of Abuse

- 1 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.
- 2 If an allegation of abuse by a Church Officer (ie 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.
- 3 The Chapter and School will work together to cooperate 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:

Wiltshire Safeguarding Children Board: Contact the 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 currently sits as an independent member of the Parole Board. Minutes are circulated to group members and the Dean.

6. Specific aspects of chorister life requiring safeguarding consideration

A. Regular Routine. The Director of Music is assisted by the Assistant Director of Music and the Organ Scholar. The Chorister Tutor is in attendance at the Cathedral rehearsals and services and at the School on Saturday mornings for the care of choristers. Saturday mornings in School are staffed additionally by the School Director of Music and various music instructors. All these adults undergo the School's safer recruitment procedure, receive regular safeguarding training and are DBS checked.

Weekday arrival at school with weekday morning rehearsals; girl and boy choristers are split between School and Cathedral.

7.45 – 9.00 am Monday – Friday

Weekday and Saturday afternoon rehearsal and Evensong at the Cathedral.

4.20 – 6.30pm Monday – Saturday

Saturday morning practice and theory lessons at the School.

8.00 – 10.30am

Sunday morning rehearsal and services

8.20 – 11.45am

Sunday afternoon rehearsal and Evensong

3.45 – 5.30pm

Refreshment breaks (organised by the Cathedral School except Sunday am)

Weekday refreshments at School

4.00 – 4.20pm Monday – Friday

Chorister tea, at School, is supervised by the Chorister Tutor

Sunday morning refreshment break (organised by the Cathedral)

9.50 – 10.15am Sunday

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

In the case where the Chorister Tutor is absent from the Cathedral rehearsal or service time, either a member of school staff will be on hand or the vestry staff will contact school matron, during school hours, or boarding staff on the boarding mobile. The Head Verger, Mr Anthony Lewis, has a procedure in place. Weekday morning and arrival at school. The 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 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 Reception. Upon return to the School, the Chorister Tutor acknowledges that all choristers are returned to School.

Weekday afternoon/evening. The Chorister Tutor completes the school register of all choristers who are in the care of the Cathedral Staff beginning at Chorister Tea time. At the conclusion of the service the 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 Chorister Tutor assures the boarding staff have all returning choristers checked in under their care before departure. The choir attendance/sign-out log is retained by the Chorister Tutor.

Weekend. The Chorister Tutor completes the choir attendance/sign-out log registering their arrival for Saturday morning practice/theory, 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 Chorister Tutor completes the attendance/sign-out log as above assuring choristers are checked-in with boarding staff before departure. The choir attendance/sign-out log is retained by the Chorister Tutor.

B. Foundation visits, trips and tours, concerts. These are planned by the Director of Music in consultation with the Head Master and must be approved formally at a Chapter meeting for insurance purposes.

C. Exeats. These are planned in consultation with the Head Master, Chorister Tutor, and Boarding Housemistress using the School and boarding house policies and procedures.

D. Southern Cathedrals Festival. These are planned by the Trustees in consultation with the Safeguarding representatives from Chichester, Salisbury and Winchester. They 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 in to account each of the three Cathedral locations and their specific circumstances.

E. 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. Currently, we have two pre-probationers under eight who turn eight in May and June of 2018. 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.

F. 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 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 it being open to the public, choristers remain within the vestry until departure when they are escorted by the 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 Chorister Tutor or Cathedral staff.

G. Cathedral Toilets. The present provision does not segregate adults from children. There remains one solitary toilet in the vestry available to choristers and clergy. Choristers are encouraged to use the toilets at the School before or after rehearsals and services. In the event there are a great number requiring the toilet, the choristers are escorted to the public toilets within the Cloisters

H. 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 Head Master, Cathedral and School Directors of Music, Chorister Tutor, and Boarding Housemistress.

Date: June 2018

Person responsible: Head Master / Chorister Tutor

Review date: June 2019