

Ben England Music Ltd

Online Safety Policy Statement

March 2021

This policy should be read alongside Ben England Music Ltd's policies and procedures on safeguarding.

The purpose of this policy statement

Ben England Music Ltd provides music directing and leadership, music teaching, online music-making, audio recording and mixing, and music technology support services. These include the setup, running and leadership of live-streamed choir and orchestra rehearsals, the creation of socially-distanced audio and video recordings and performances, and face-to-face music teaching and directing.

The purpose of this policy statement is to:

- ensure the safety and wellbeing of children, young people and vulnerable adults is paramount when adults, young people or children are using the internet, social media or mobile devices.
- provide the directors and service users, including children, young people, vulnerable adults and their families and carers, with the overarching principles that guide our approach to safeguarding.
- ensure that, as an organisation, we operate in line with our values and within the law in terms of how we use online devices.

This policy applies to anyone working on behalf of Ben England Music Ltd, including the company directors, paid staff, volunteers, subcontractors and students.

Legal framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England and the UK. Summaries of the key legislation and guidance are available on:

- online abuse learning.nspcc.org.uk/child-abuse-and-neglect/online-abuse
- bullying learning.nspcc.org.uk/child-abuse-and-neglect/bullying
- child protection learning.nspcc.org.uk/child-protection-system

We believe that:

- children, young people and vulnerable adults should never experience abuse of any kind
- children, young people and vulnerable adults should be able to use the internet for education and personal development, but safeguards need to be in place to ensure they are kept safe at all times.

We recognise that:

- the online world provides everyone with many opportunities; however it can also present risks and challenges
- we have a duty to ensure that all children, young people and vulnerable adults involved in our organisation are protected from potential harm online
- all children, young people and vulnerable adults, regardless of age, disability, gender reassignment, race, religion or belief, sex or sexual orientation, have the right to equal protection from all types of harm or abuse
- working in partnership with children, young people and vulnerable adults, their parents, carers and other agencies is essential in promoting young people's welfare and in helping young people to be responsible in their approach to online safety.

We will seek to keep children, young people and vulnerable adults safe by:

- appointing an online safety coordinator
- providing clear and specific directions to staff and volunteers on how to behave online
- supporting and encouraging the people using our service to use the internet, social media and mobile phones in a way that keeps them safe and shows respect for others
- developing an online safety agreement for use with children, young people and vulnerable adults and their parents/carers
- developing clear and robust procedures to enable us to respond appropriately to any incidents of inappropriate online behaviour, whether by an adult or a child/young person
- reviewing and updating the security of our information systems regularly
- ensuring that user names, logins, email accounts and passwords are used effectively
- ensuring personal information about the adults and children who are involved in our organisation is held securely and shared only as appropriate
- ensuring that images of children, young people and families are used only after their written permission has been obtained, and only for the purpose for which consent has been given
- providing supervision, support and training for staff and volunteers about online safety
- examining and risk assessing any social media platforms and new technologies before they are used within the organisation.

If online abuse occurs, we will respond to it by:

- having clear and robust safeguarding procedures in place for responding to abuse (including online abuse)
- providing support and training for all staff and volunteers on dealing with all forms of abuse, including bullying/cyberbullying, emotional abuse, sexting, sexual abuse and sexual exploitation
- making sure our response takes the needs of the person experiencing abuse, any bystanders and our organisation as a whole into account
- reviewing the plan developed to address online abuse at regular intervals, in order to ensure that any problems have been resolved in the long term.

Contact details

Online safety coordinator

Dr Ana-Marie S England

ana@homechoir.uk

NSPCC Helpline

0808 800 5000

We are committed to reviewing our policy and good practice annually.

This policy was last reviewed on: *22 March 2021*(date)

Signed: 

Date: *22 March 2021*