



## **Safeguarding Policy**

### **1. Policy Statement**

Nupur Arts is committed to safeguarding and promoting the welfare of all children, young people, and vulnerable adults participating in our classes, events, performances, projects, and outreach programmes. We aim to provide a safe, inclusive, and supportive environment where everyone feels valued and protected.

All staff, tutors, supervisors, volunteers, contractors, and visitors to our classes and events are expected to uphold and promote a culture of safeguarding.

### **2. Purpose of the Policy**

This policy sets out our commitment to safeguarding and provides clear guidance on:

- Preventing harm, abuse, or neglect
- Identifying and responding to safeguarding concerns
- Outlining responsibilities and expected behaviours
- Ensuring a consistent and proactive approach across all areas of our work

### **3. Scope**

This policy applies to:

- All children, young people, and vulnerable adults involved in Nupur Arts activities
- All staff, tutors, supervisors, volunteers, contractors, and others engaged by Nupur Arts
- Parents, carers, guardians, and visitors to our classes and events

- It covers all in-person and online engagement, including classes, rehearsals, performances, outreach programmes, and projects.

#### **4. Legal Framework**

This policy aligns with relevant legislation and guidance, including:

- Children Act 1989 & 2004
- Working Together to Safeguard Children (HM Government)
- Keeping Children Safe in Education (DfE)
- The Care Act 2014
- Data Protection Act 2018 and UK GDPR
- Charity Commission Safeguarding Guidelines

#### **5. Safeguarding Principles**

At Nupur Arts, we believe:

- The welfare of the child or vulnerable person is paramount
- Everyone has the right to protection regardless of age, ability, gender, race, religion, or background
- Safeguarding is the shared responsibility of everyone involved in our work
- All concerns must be taken seriously and addressed promptly and appropriately

#### **6. Designated Safeguarding Lead (DSL)**

**Name:** Smita Vadernkar

**Role:** Designated Safeguarding Lead

**Contact:** 07801365779 / [smita@nupurarts.org.uk](mailto:smita@nupurarts.org.uk)

In the DSL's absence, safeguarding concerns should be directed to the Deputy DSL or a member of the Leadership Team.

#### **7. Responsibilities**

### Leadership Team

- Oversee policy implementation and regular review
- Promote a culture of safety and accountability

### Staff, Tutors, Supervisors, and Volunteers

- Complete safeguarding training where necessary, appropriate to their role
- Undergo relevant DBS checks before engagement
- Supervisors and volunteers will be contracted for event days, where appropriate, to provide additional safeguarding oversight
- Work together with chaperones at performances to follow best safeguarding practices
- Follow Nupur Arts' Code of Conduct and safeguarding procedures
- Report concerns or incidents promptly to the DSL

### Parents, Carers, and Visitors to Classes and Events

- Support a safe and respectful environment
- Report any concerns to a member of staff or the DSL

## **8. Safer Recruitment and Engagement of Supervisors**

- All supervisors and volunteers contracted by Nupur Arts will hold valid enhanced DBS checks before providing safeguarding support at events
- Their role is to act as additional safeguarding staff during events, ensuring the safety and wellbeing of participants
- Supervisors and volunteers will receive briefing on Nupur Arts' safeguarding policies and procedures relevant to their role and event context
- While contracted on a temporary basis, supervisors and volunteers are expected to uphold the same safeguarding standards as permanent staff

## **9. Safe Practice Guidelines**

To ensure a safe environment, we:

- Avoid one-to-one unsupervised situations with children or vulnerable adults unless explicitly approved

- Maintain professional boundaries in person and online
- Use inclusive, age-appropriate, and respectful language
- Ensure appropriate supervision ratios during activities and events, including the presence of supervisors and chaperones where required
- Provide clear procedures for reporting concerns

## **10. Online Safety**

When delivering activities online:

- Secure, approved platforms with privacy settings will be used
- Children should be supervised by a parent/carer when possible
- The same standards of behaviour and safeguarding apply as in physical spaces

## **11. Responding to Concerns**

When a concern arises:

- Listen without judgment or interruption
- Reassure the individual they are doing the right thing by telling you
- Record the concern clearly, using the person's own words when possible
- Report immediately to the DSL
- Do not promise confidentiality—explain when and why information may need to be shared

## **12. Confidentiality and Data Protection**

Safeguarding information will be handled sensitively and shared only on a need-to-know basis in line with data protection laws. All records will be stored securely.

## **13. Policy Review**

This policy will be reviewed annually or sooner in response to legislation, guidance, or organisational changes. Feedback from staff, supervisors, volunteers, families, and participants is encouraged.

**Approved by: Smita Vadnerkar**

**Role: Artistic Director**

**Date: 09/07/25**

**Next Review Date: 09/07/26**