

BRISTOL ENSEMBLE SAFEGUARDING POLICY

Reviewed: 18th August 2026

Next Review Date: 18th August 2027

This policy applies to all staff, tutors, BE players, volunteers, interns, and trustees, working or acting for and on behalf of the Bristol Ensemble ("BE").

BE is committed to the safeguarding of children, young people and vulnerable adults with which it engages in participatory and creative programmes.

In all its work with children and vulnerable adults, the BE adheres to the following principles:

- The primary concern is the wellbeing and safety of each child and vulnerable adult.
- We respect the rights and dignity of every child and vulnerable adult we work with.
- Children and vulnerable adults are treated equitably and sensitively, regardless of disability, gender, race, religion or belief, sexual orientation, or age.
- The professional relationships between BE players, staff, volunteers, and the children and vulnerable adults we work with, are based on mutual trust, dignity and respect.
- When working with children and vulnerable adults the social, emotional, intellectual, and physical needs of the children and vulnerable adults take precedence and guide the artistic outcome.
- The feelings and concerns of any child, vulnerable adult or their parent/carer are listened to and acted upon.
- All staff, tutors, BE players, volunteers, interns, and trustees have a responsibility to prevent the physical, sexual or emotional abuse of any child or vulnerable person with whom they come into contact. Any suspicions or allegations of abuse are taken seriously and responded to swiftly and appropriately with reporting to relevant agencies where appropriate.
- The recruitment and selection processes for staff, tutors, BE players, volunteers, interns, and trustees involved in work with children and vulnerable adults include Disclosure and Barring Service (DBS) checks at the appropriate level, and, where appropriate to the role, specific questioning of referees in relation to the candidate's suitability for working with children and vulnerable adults.
- DBS checks are also carried out for any animateurs, chaperones and extras engaged in any work which involves regulated activity or unsupervised contact with children or vulnerable adults.

- Annual safeguarding training is provided at the appropriate level to staff, tutors, BE players, volunteers, trustees and (if appropriate) interns. All staff and tutors and where appropriate to their involvement with children or vulnerable adults, BE players and volunteers are required:
 - to undertake a certified safeguarding course annually.
 - to read Keeping Children Safe in Education 2024.
 - to read Working Together to Safeguard Children 2023: A guide to inter-agency working to safeguard and promote the welfare of children.
 - to know the name of the person who is Designated Safeguarding Lead.

Preludes, a key element of BE's education programme, often takes place in schools and those delivering the Preludes programme within schools will adhere to the safeguarding policy and practice of those schools. Schools have their own safeguarding lead which is normally the Headteacher in a primary school. Our policy is for the BE Designated Safeguarding Lead to be the first point of contact unless it is extremely urgent, in which case it will be the school DSL. The BE DSL will liaise with appropriate agencies including schools.

The name of the Designated Safeguarding Lead (DSL) for the BE will be given to all Preludes staff, tutors, BE players, volunteers, interns (where appropriate) who are involved in activities with children and/ or vulnerable adults. The DSL will also have details of the Safeguarding lead in each venue/ school and of the Local Authority Designated Officer (LADO).

The BE Trustee with responsibility for Safeguarding is Penny Rawlings.

Code of Conduct

Staff, tutors, BE players involved with the Preludes programme, volunteers and (where appropriate) interns need to know where to access the BE Safeguarding Code of Conduct and must be sufficiently familiar with the Code of Conduct so as to be able to respond to any safeguarding concerns in accordance with the Code – available here:

https://bristolensemble.com/wp-content/uploads/2026/09/Bristol_Ensemble_Code_of_Conduct_Aug_2026.pdf

Note regarding vulnerable adults

Vulnerable adults are defined as:

- People aged 18 or over.
- People who are receiving or may need community care services because of learning, physical or mental disability, age, or illness.
- Individuals who may be unable to take care of themselves, or unable to protect themselves against significant harm or exploitation.

SAFEGUARDING ROLES AND RESPONSIBILITIES TABLE

NAME	RESPONSIBILITIES
Bristol Ensemble Board of Trustees	• Agree, implement, monitor and review annually this Safeguarding Policy and all associated policies. • Ensure all staff and volunteers are recruited safely in accordance with the Safeguarding Policy. • Agree and implement supporting good practice guidance and processes (including the Code of Conduct). • Ensure adequate insurance for all activities. • Support Safeguarding Officers. • Ensure all staff and volunteers are adequately trained and supervised.
Designated Safeguarding Lead	• Respond to all safeguarding allegations and concerns according to the Safeguarding Policy, the Code of Conduct and statutory guidance. • Monitor and report to Board regarding adherence to Safeguarding Policy, the Code of Conduct and statutory guidance. • Arrange safeguarding training and maintain records. • Process DBS disclosures and maintain records.
Trustee with Responsibility for Safeguarding	• Act as a point of contact should there be any safeguarding concern or allegation or concern regarding a DSL. • Take part in the management of allegations or concerns when required.
Staff, Tutors	• Follow the Safeguarding Policy and the Code of Conduct. • Ensure that activities are run according to the Safeguarding Policy and the Code of Conduct. • Report any safeguarding concerns as per the Safeguarding Policy and the Code of Conduct. • Ensure all volunteers are safely recruited in accordance with the Safeguarding Policy. • Ensure all volunteers and interns and BE players involved in the Preludes programme receive appropriate in date safeguarding training and DBS checks as required and appropriate induction. • Supervise volunteers and interns

This Policy will be reviewed annually.



Signed:

18th August 2026

PENNY RAWLINGS - Trustee with responsibility for Safeguarding