



Wirral Symphonic Wind Band

Recruitment guidelines

In order to protect the band's future sustainability, as well as the current members. Some individuals will actively seek membership of groups with children and young people in order to harm them. The Wirral Symphonic Wind Band are committed to adhering to our policies so that everyone accepts their responsibilities to safeguard children from harm and abuse. This means following procedures to protect children and to report any concerns about their welfare to the Safeguarding leads.

The recruitment of members is a crucial part of our overall safeguarding.

1. Process for recruiting new players

For all new adult members in bands we will :_

- Check the ID of new adult band members.
- Provide them a copy of your Code of Conduct and Safeguarding policy.
- Ask them to fill out the WSWB Safeguarding Google forms document.
- Ask new members to disclose anything that may be found on a Google and social media search. Complete a Conduct declaration form as required (Appendix A).
- Carry out a Google search and social media search.
 - i. In order to confirm the applicant's suitability to play in a band children / adults at risk and/or causes harm to the reputation of your organisation.
 - ii. In order to discover any inappropriate or offensive behaviour, discrimination, drug or alcohol misuse and inappropriate photos or videos. It is good practice to ask the applicant beforehand if they want to disclose.

Appendix A: Conduct declaration form

Have you ever been known to any children's services department or police as being a risk or potential risk to children?

Yes ☐

No ☐

If yes, please provide further information: _____

Have you ever been dismissed for misconduct from any paid or voluntary position previously held by you?

Yes ☐

No ☐

If yes, please provide further information: _____

I agree to inform the organisation within 24 hours if I am subsequently investigated by any agency or organisation in relation to concerns about my behaviour towards children or young people.

Yes ☐

By signing below, I confirm that the information I have provided on this form (or attached) is accurate. I understand that this information will not necessarily prevent me from being employed or appointed in the role above, and that I will be given an opportunity to discuss any concerns you might have before you make a final decision on my suitability for the role.

Signature:

Date: