



## **Signing Music Therapist** **Safeguarding Policy**

Provider: Signing Music Therapist  
Designated Safeguarding Lead (DSL): Maritess Jewson  
Contact Email: [hello@signingmusictherapist.co.uk](mailto:hello@signingmusictherapist.co.uk)  
Telephone: 07354 935106

### **1. Policy Statement**

Signing Music Therapist is committed to safeguarding and promoting the welfare of all children, young people, and adults at risk. We recognise safeguarding as a fundamental part of our professional practice.

We believe that the welfare of the individual is paramount in all circumstances.

Safeguarding responsibilities take priority over confidentiality where there is a concern about risk of harm.

### **2. Our Safeguarding Principles**

We are committed to ensuring that:

- All individuals, regardless of age, disability, gender, race, religion, sexual orientation, or identity, have equal rights to protection from harm
- The welfare of children, young people, and adults at risk is always the primary consideration
- Safeguarding is a shared responsibility between professionals, families, and agencies
- Early identification and intervention are essential
- We work in partnership with service users, families, carers, and other professional

### **3. Scope**

This policy applies to:

- All staff and practitioners
- Volunteers
- Sessional and agency workers
- Students and trainees
- Anyone working on behalf of Signing Music Therapist

Failure to follow this policy may result in termination of engagement and/or referral to appropriate authorities.

#### 4. Definitions

Child / Young Person

Anyone under the age of 18 years.

Adult at Risk

An adult who:

- Has needs for care and support, and
- Is experiencing or at risk of abuse or neglect, and
- Is unable to protect themselves as a result of those needs

#### 5. Types of Abuse

Abuse may include:

- Physical abuse
- Emotional or psychological abuse
- Sexual abuse
- Neglect

Additional safeguarding concerns may include:

- Domestic abuse
- Grooming
- Child sexual or criminal exploitation
- Human trafficking
- Female genital mutilation (FGM)
- Online abuse and cyberbullying
- Radicalisation and extremist influence

## 6. Safeguarding Commitment

We are committed to:

- Protecting children, young people, and adults at risk from harm
- Preventing abuse and neglect
- Supporting safe, effective care and therapeutic practice
- Promoting wellbeing and positive outcomes

We operate in line with relevant statutory safeguarding guidance in England and local safeguarding procedures.

## 7. Confidentiality and Information Sharing

We maintain strict confidentiality in all therapeutic work. However, confidentiality is not absolute.

Where there is a concern about risk of harm to a child, young person, or adult at risk, we may share relevant information with appropriate agencies. This may include:

- Local authority children's services
- Adult social care services
- Healthcare professionals
- Education professionals
- The police

Where appropriate and safe, we will seek consent before sharing information. However, information may be shared without consent where there is a legal obligation, safeguarding concern, or where it is necessary to protect life or prevent serious harm.

All information sharing is carried out in accordance with UK GDPR and the Data Protection Act 2018.

## 8. Recording and Record Keeping

All safeguarding concerns will be recorded clearly and accurately, including:

- Nature of the concern
- Actions taken
- Decisions made and rationale
- Outcomes

Records will be:

- Dated and signed where appropriate
- Stored securely
- Accessed only by authorised personnel

## 9. Training and Awareness

All staff and representatives receive appropriate safeguarding training relevant to their role, including:

- Recognising signs of abuse or neglect
- Responding to safeguarding concerns
- Reporting procedures
- Professional boundaries

Training is updated regularly in line with best practice and statutory guidance.

## 10. Safe Recruitment

We operate safe recruitment practices to ensure all individuals working with children, young people, and adults at risk are suitable to do so. This may include background checks, verification of qualifications, and safeguarding checks where required.

## 11. Digital Safety and Social Media

We maintain professional boundaries in all digital communication. This includes:

- Appropriate use of email, messaging, and social media
- Not engaging in unprofessional personal contact with service users
- Obtaining consent before taking or sharing images or recordings

It is unlawful to take images of children without consent from a person with parental responsibility.

## 12. Whistleblowing

We encourage all staff and representatives to raise concerns about unsafe or inappropriate practice.

All concerns will be taken seriously and handled appropriately. Individuals who raise concerns in good faith will be protected from reprisals.

### 13. Prevent Duty

We are aware of the Prevent duty and the need to safeguard individuals at risk of radicalisation.

Any concerns will be handled in line with safeguarding procedures and statutory guidance.

### 14. Reporting Safeguarding Concerns

Where a safeguarding concern arises:

- It will be recorded immediately
- Escalated to the Designated Safeguarding Lead
- Referred to external safeguarding agencies where required

In situations of immediate risk, emergency services will be contacted without delay.

### 15. Policy Review

This policy will be reviewed regularly to ensure it remains in line with current legislation, statutory guidance, and best practice.

### 16. Contact Details

Designated Safeguarding Lead (DSL): Maritess Jewson

Email: [hello@signingmusictherapist.co.uk](mailto:hello@signingmusictherapist.co.uk)

Telephone: 07354935106

Version: 2.0

Effective date: 01/07/2026

Review date: 01/09/2027