

VIVO MUSIC STUDIO

Safeguarding and Safer Events Statement

Musical Theatre Competition

Safeguarding commitment

We are committed to providing a safe, welcoming environment for all participants, families, staff, and audience members.

Safeguarding is everyone's responsibility. Any concerns about the welfare of a child or vulnerable person must be raised immediately.

Designated Safeguarding Lead (DSL)

Name: Kamilla Dunstan-Venables
Phone: 07807253845
Email: info@vivomusicstudio.co.uk

Name: Julie Dunstan
Phone: 07969368003
Email: julie.dunstan@opm.uk.net

Who this applies to

This statement applies to:

- Auditions at Vivo Music Studio
- Finals at Phoenix Theatre, Bawtry
- All entrants, including those under 18
- All parents, guardians, teachers, staff, adjudicators, volunteers, and venue staff involved

Supervision of under 18s

Parents, guardians, carers, or the entrant's teacher are responsible for the continuous supervision of entrants under 18 at all times during auditions and Finals, including waiting areas and public areas within the venue.

Children must not be left unattended.

Photography and recording

Unauthorised photography or recording is not permitted at auditions or Finals.

If authorised photography or filming takes place:

- It will be clearly communicated
- Families will have a method to opt out for their child
- Any safeguarding concerns must be reported immediately to the DSL

Audience members must follow venue rules on filming and photography. The organiser and venue staff may ask anyone to stop recording and may require them to leave if they do not comply.

Behaviour and conduct

We expect respectful behaviour from everyone. Bullying, harassment, aggressive behaviour, or any conduct that creates a safeguarding risk will not be tolerated.

The organiser may refuse entry or require a person to leave where behaviour is unsafe or disruptive. Where necessary, the venue duty manager or security may be involved.

Reporting concerns

If you believe a child or vulnerable person is at immediate risk, call 999.

For all other concerns, report immediately to the DSL.

If a child discloses something:

- Listen calmly
- Do not promise confidentiality
- Report it to the DSL immediately

Medical and welfare

Parents or guardians remain responsible for:

- Medication
- Medical decisions
- Ongoing care during attendance

If a medical emergency occurs, staff will contact emergency services and notify the parent or guardian as soon as possible.

Lost child procedure

If a child is separated from their parent or guardian:

- Inform the DSL and venue staff immediately
- Keep the child in a safe, supervised public area
- Do not take the child to a private space
- Contact the parent or guardian
- If necessary, contact police or emergency services following venue procedure

Questions or concerns

If you have questions about safeguarding or need to report a concern, contact the DSL using the details above.

Signed: KDV

Name: Kamilla Dunstan-Venables

Role: Safeguarding Lead/Owner Vivo Music Studio

Date: 22/02/2026