



The Watford Festival

OF MUSIC, SPEECH AND DRAMA

Registered Charity No. 284994

Safeguarding Procedures for the 2021 Online Festival Classes

The Online Festival classes will be conducted on a secure platform that can only be accessed by the authorised section head or other designated Festival volunteers.

Entrants for the 2021 Festival must be entered by a person aged over 18 - either the entrant themselves, or a person that is a designated responsible adult for that entrant or entrants. This may be a parent or teacher. An invitation with a web link to join the online classes will only be sent to the email addresses of the people who create the entries. It is the responsibility of those people to forward the invitation to other interested parties such as teacher, parent or grandparent, and to ensure that the links are not disseminated more widely.

The adjudicator and the section volunteers will also be able to view the classes.

Any videos that are submitted to the section head will only be used for the purpose of the competition and the adjudication. They will be kept for a further two days after the Festival classes have finished and then deleted.

Any submitted videos will only be assessed by the adjudicator, the section head or any other delegated Festival volunteer.

The Watford Festival Child Protection Policy which can be viewed at www.watfordfestival.co.uk

Insurance

The parent or teacher or other designated adult are responsible for the wellbeing and safety of the competitor when the recording is being made or when an event is being livestreamed.

Two adults with DBS checks will be involved in all of the Festival online events.