



In-Spire Sounds is committed to working with people who have the best interests of children and young people. We understand that there may be instances where a disclosure is revealed upon completing a DBS check. In this instance it is crucial to understand the nature of the offence, the date it occurred and the circumstances surrounding it. Therefore if an offence is considered low risk, a risk assessment will be carried out by the DSL and two board members before making a decision regarding employment.

Risk Assessment Framework.

A thorough risk assessment will be carried out and must consider the following factors:

1. Nature of the offence

- Severity: was it a minor or serious crime?
- Relevance: is the offence directly related to working with children?
- Time lapse: How long ago did the offence occur?

2. Job Role and Responsibilities

- Level of contact: What will be the nature and frequency of the individual's interaction with children?
- Supervision: Will the individual be working under direct supervision, or will they be working 1-2-1?

3. Support and Mentoring

- Policies and procedures: Ensuring we follow the policies and procedures in place for managing individuals with a DBS disclosure
- Training: Will the individual receive specific training on safeguarding children?
- Monitoring: How will the individual's performance and behaviour be monitored?

Based on the above risk assessment framework, In-Spire Sounds commits to consider implementing the following mitigation measures:

- Conditional employment: Employing the individual subject to specific conditions, such as additional training, or a probationary period
- Restricted duties: The individual's role may be limited
- Regular reviews: The individual's performance should be regularly reviewed by the DSL to assess the suitability for the role
- External Supervision: In some circumstances, external supervision or monitoring may be required

Contact Details

In-Spire Sounds Designated Safeguarding Lead: Kingsley Pratt Boyden

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Independent complaints:

Complaints will be dealt with fairly, confidentially and sensitively.

Complaints will be taken seriously and investigated promptly, objectively and independently. The Chair of trustees will take relevant steps to make sure the complaint is raised with the board immediately, and any further actions required, will be made efficiently.

If you wish to make a complaint about any of our staff please contact Agya Poudyal (our chair of trustees)

Email: agyapoudyal@gmail.com

Please note that complaints about Agya are made to the Designated Safeguarding Lead

The policy must be reviewed and updated at least every 12 months

This policy was updated on: 09/10/2025