

Child Protection Policy

2025 - 2027

The National Federation of Music Clubs (NFMC) provides musicians performance opportunities and encourages musical growth in judged audition events. All states in our organization have been given copies of the guide: *Preventing Child Sexual Abuse Within Youth-serving Organizations: Getting Started on Policies and Procedures*, which is published by the Division of Violence Prevention of the CDC. In the NFMC publication JR 3-18, *Festival Procedure Manual*, it is plainly stated on page 8 that there must be a minimum of two (2) adults, who may be judges, be present at all times in the audition rooms. These two adults may not include the teacher or parent of the entrant. We take this policy extremely seriously and expect it to be enforced in all of our Federation Festivals across the country. (Also see page x, *Federation Festival Bulletin*, Festivals Area Chair/Admin Responsibilities.)

We expect our volunteers to document and report any suspected incidents of abuse to our National Headquarters, where our paid employees are trained in a response strategy if an allegation of sexual abuse is made.

Each state in our organization must have a state liability chair, this person is responsible for distributing the above-mentioned policy guide from the CDC to every club in their state. This guide is for informational purposes only. However, this guide should be reviewed **prior** to submitting your request for insurance. The NFMC encourages you to distribute the guide to all volunteers before an event in a printed format, or follow this online link:

<http://www.cdc.gov/violenceprevention/pdf/preventingchildsexualabuse-a.pdf>

The information below must be filled out and signed before any insurance requests will be processed. This form must be returned with your liability request form, and with the payment(s).

A signature is required only to ensure all members are aware of our policy and procedures, and to document that NFMC, and its members, are aware of the potential exposures involving children, and the need for proper policies and procedures.

Event Date _____

Event Name _____

Event Contact Name _____

Event Contact Email _____

Event Contact Signature _____

Send to:

Tracy Hernandez, Assistant Office Manager
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Greenwood IN 46142
Email: tracy@nfmc-music.org