



Child Protection Policy 13 November 2006

When we work with children, their welfare and safety is paramount at all times. This policy is designed to enable children to enjoy activities with our group within a safe environment. Our aim is to encourage family involvement.

Group members are expected to ALWAYS:

- Ensure that at least one member has received child protection training before the group leads any activities with unaccompanied children [See resources section, below, for sources of training]
- Treat everyone with respect and dignity, be sensitive to likes and dislikes
- Remember that children view adults as role models, so provide a good example of acceptable behaviour. Have plans for dealing with difficult situations.
- Use physical contact only when absolutely necessary, and respect personal space
- Remember that someone else might misinterpret your actions, however well intentioned
- Ensure there is an appropriate ratio of adult leaders to children, having taken advice from a Steering Group member trained in child protection, but never run events with less than 2 adults present. With unaccompanied children we will require a parent's contact telephone number.
- Liaise openly with parents and carers, work in an open and transparent way, obtain written parental permission for all activities.
- Where possible we will aim to run child centred events through Stutton Primary School.
- Listen to and act upon any disclosures/allegations/concerns of child abuse, (see below)

And NEVER:

- Be alone with children at any time
- Permit abusive behaviour (i.e. bullying, taunting, swearing)
- Directly supervise children under 9 years of age (who should always be accompanied by a teacher, parent or carer)
- Show favouritism to any individual
- Have any inappropriate physical or verbal contact with others
- Make suggestive remarks or actions, even in jest
- Believe 'It could never happen to me'

If a group member suspects that a child is being abused physically, sexually or emotionally, they will follow the guidelines below:

- Keep calm, try to act normally, allow the child to speak without interruption, accepting what is said, acknowledge with "thank you for telling me"
- Do not investigate or ask leading questions
- Do not challenge parents/carers about concerns
- Never agree to keep a secret
- Objectively record all details which support the suspicions, sign and date these (i.e. x said ".....")
- Pass on details to a teacher/youth group leader or equivalent responsible person

RESOURCES

- **Safe from Harm – the welfare of children in Voluntary Organisations**
- Home Office, London 1993, ISBN: 086252993X
- **Working Together to Safeguard Children 1999** and **What to do if you are worried a child is being abused** (2003) - Department of Health publications. Download from www.dh.gov.uk, publications section
- **S.A.F.E. (Safer Activities For Everyone)** – www.oursafesite.com , Tel: 01379 678961
- **NCVYS (National Council for Voluntary Youth Services)** – www.ncvys.org.uk, offer Child Protection training in Cambridgeshire & Peterborough Tel: 01480 375098
- **Voluntary Sector Training** – www.voluntarysectortraining.org.uk , organise Child Protection training courses for Essex-based groups, Tel: 01371 876747
- **NSPCC (National Society for the Prevention of Cruelty to Children)** – nspcc.org.uk
- **CRB (Criminal Records Bureau)** – www.crb.gov , Tel: 0870 90 90 811