



Child Protection Policy

Acro Bees Bible Time values young people and children as being a vital part of the organisation and desires to see them grow, mature and be challenged in a healthy and safe environment.

Purposes

The purpose of Acro Bees Bible Time children and young people's programme is to offer the children a safe and welcoming environment with fun activities where the children can grow and learn. Whether this be through Acro Bees Bible Time activities or through other independent groups working in partnership with Acro Bees

Aims

- To provide activities for children and young people to help them develop during their childhood and to provide support for them.
- To enable the children to express themselves.
- To assist the children in integrating into the community.

To help children/young people appreciate the diversity of their cultures.

- Each child and young person should be registered within the group. The information includes an information/consent form which their parent/guardian must complete. These forms have vital information about health and emergency contacts and should be kept securely and brought to each session.
- Attendance register: a register should be kept for each session.

Child Protection Representative

Acro Bees has appointed a child protection representative, whose name is displayed within this document. If any worker has any child safety concerns, they should discuss them with her.

She will take on the following responsibilities:

- Ensuring that the policy is being put into practice
- Being the first point of contact for child protection issues
- Keeping a record of any concerns expressed about child protection issues bringing any child protection concerns to the notice of the Local Authority if appropriate
- Ensuring that paid staff and volunteers are given appropriate supervision Ensuring that everyone involved with the organisation is aware of the identity of the Child Protection Representative.

The policy will be reviewed on an annual basis to ensure that it is meeting its aims.

Personal/Personnel Safety

- A group of children or young people under sixteen should not be left unattended at any time.
- Avoid being alone with an individual child or young person for a long time. If there is a need to be alone with a child or young person (e.g. first aid or he/she is distressed) make sure that another worker knows where you are and why.
- At no time should a volunteer or worker from any external organisation arrange to meet a young person away from the activity without someone else being there.
- Teenage assistants should always be supervised.

Child Safety

- Make sure that the area you are using for activities is fit for the purpose, e.g. remove furniture, which could cause injury in energetic games.
- Where the first aid kit is
- Who is responsible for First Aid and how to record accidents or injuries
- What to do in the event of a fire or other emergency
- Once a year there should be a fire practice.
- Do not let children go home without an adult unless the parent has specifically said they may do so.
- Never let a child go with another adult unless the parent has informed you that this will happen.

On-going supervision of paid workers and volunteers

- Ensuring good practice is followed in working with children and young people by providing appropriate training and guidance
- A nominated child Protection representative
- It is a great benefit if workers undertake regular training for this type of work. Acro Bees Bible Time should keep workers informed of relevant courses.

What is child protection?

- Child protection is the response to the different ways in which a young person's or child's physical, emotional, intellectual and spiritual health are damaged by the actions of another person.
- What you should do:
- Listen to the child/young person
- Look at them directly and do not promise to keep any secrets before you know what they are, but always let the child/young person know if, and why, you are going to tell anyone
- Take whatever is said to you seriously and help the child/young person to trust his/her own feelings.
- Take notes of exactly what is said to you avoiding assumptions and conjecture.

- It is not the role of the worker to investigate any allegations (this would contaminate evidence if a situation went to court). Any disclosure by a child/young person must be reported to the named child protection officer.
- Speak immediately to the Local Authority or NSPCC for further advice and guidance.

What you should not do:

- Project workers/volunteers should not begin investigating the matter themselves.
- Do not discuss the matter with anyone except the correct people in authority.
- Do not form your own opinions and decide to do nothing.

Things to say or do:

- 'What you are telling me is very important'
- This is not your fault'
- 'I am sorry that this has happened/is happening
- 'You were right to tell someone'
- What you are telling me should not be happening to you and I will find out the best way to help you'

- Make notes soon after the event.
- Try to write down exactly what the young person or child said.
- Avoid assumptions or conjecture.

Things not to say or do:

- Do not ask leading questions – Why? How? What?
- Do not say 'Are you sure?'
- Do not show your own emotions e.g. shock/disbelief
- Do not make false promises

This policy was created by the Acro Bees Bible Time on ...29/04/2024

Signed on behalf of Acro Bees Bible Time

Signature.....Jemma Gamble.....

Name in Capitals.....JEMMA GAMBLE.....

The policy has been reviewed by Acro Bees on: 07/05/2024