



GRACIE BARRA HASTINGS

CHILD PROTECTION POLICY

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Gracie Barra Hastings 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.

The name of the child protection officer for the group is **Alison Bayley**

Purposes

All classes for children offer a safe and welcoming environment with fun activities where the children can grow and learn.

Aims

- To provide activities for children and young people to help them develop in confidence, resilience and well-being.
- To enable the children to express themselves.
- To assist the children in the development of their skill in Martial Arts.
- To help children/young people appreciate the diversity of their cultures.

Organisation

1. Each child and young person is formally 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 are kept securely and brought to each session.
2. Attendance register: children will log in to the online attendance system and receive a 'dot' on their attendance card each session.

Child Protection Representative

Gracie Barra Hastings has appointed a child protection representative, whose name is Alison Bayley. If any member of the academy 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 Management Committee and contacting the Local Authority if appropriate;
- Ensuring that 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 will never be left unattended at any time.
- At no time should a volunteer from any external organisation arrange to meet a young person away from the activity without someone else being there.
- Volunteer coaches will always be supervised.

Child Safety

1. The area we are using for activities is fit for purpose
2. All instructors and volunteers know:
 - Where the first aid kit is
 - Who is responsible for First Aid and how to record accidents or injuries in the incident book
 - What to do in the event of a fire or other emergency
3. Once a year there should be a fire practice
4. We will never allow children to go home without an adult unless the parent has specifically said they may do so. We will never let a child go with another adult unless the parent has informed us that this will happen.

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

1. Listen to the child/young person
2. 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
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4. 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.

5. It is note 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.
6. Speak immediately to the Local Authority or NSPCC for further advice and guidance.

What you should *not* do

1. Volunteers should not begin investigating the matter themselves.
2. Do not discuss the matter with anyone except the correct people in authority.
3. 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 adopted by Gracie Barra Hastings

Signed on behalf of the company by:

Signature: 

Name in Capitals: ALISON BAYLEY

The policy will be reviewed by the Company on: 01/09/2020