



CHILD PROTECTION POLICY KING'S CHURCH MALMESBURY

Introduction

This policy is aimed at ensuring a safe environment for the development of the spiritual and social life of children and young people in contact with the King's Church Malmesbury. This policy is underpinned by the principle that the welfare of the children and young people is paramount.

In this policy the terms "child" and "children" refer also to young people.

Aims and Objectives

The aim of any work with the children is to bring each child, through the fostering of personal relationships, teaching, example and challenge, to know the saving grace of the Lord Jesus in his/her own life; and to nurture new faith.

To this end the activities and clubs provided by the church seek:

1. To teach children the principles of the Christian faith
2. To show by example the joy of a personal relationship with the Lord
3. To build personal relationships between leaders and children in which the children are confident of the leaders' interest in their welfare

Recruitment of children's workers

1. All children's workers will need to complete the CRB registration form giving details of name, address and referees
2. New recruits must apply for CRB enhanced disclosure, even if they have CRB clearance from another body
3. All children's workers must be approved by the church council and the safeguarding officer

Safeguarding Officer

The church council will appoint a person to be known as the 'safeguarding officer' to share with the leadership/church council responsibility for child protection within King's Church.

This person will not be involved in the children's or youth work but will be interested in such work. He or she will be available as an independent person for any children to talk to about situations regarding the provision made for them which they find worrying or disturbing.

This availability will be advertised in both the church and school room.

Responsibilities of the safeguarding officer

He or she should:

- Be familiar with this policy, and jointly responsible with other office holders for its implementation
- Be interested in the children's and youth work so as to be familiar with the groups, their activities and their leaders
- Monitor the selection of leaders, although not be involved in interviewing in order to preserve objectivity
- Be alert to any unusual behaviour or inappropriate relationship on the part of a church worker with a child and note any such unusual or inappropriate behaviour in an incident book
- Know when to take advice from the AoG and when it is necessary to inform Social Services in the case of allegation or suspicion of abuse

SUPERVISION OF CHILDREN

TRAINING

It is important that workers are competent and that they are given opportunity for continued training and development. There should be opportunity for:

- Regular meetings between workers and leadership for long term planning and to review current practice
- Meetings between workers for detailed planning
- Workers to undertake relevant training

WORKING WITH CHILDREN

The Church Council and Trustees are responsible for ensuring that:

- Group leaders are aware of the guidelines below for adult/child ratios
- There is adequate fire fighting equipment
- Details of evacuation are displayed in the building
- Equipment and furniture available for use is of high standard and regularly checked for dangerous damage
- First aid equipment is available
- There is adequate insurance cover

The leader of each group or activity is responsible for:

- Adequate staffing of each session
- Ensuring volunteers know how to use fire fighting equipment
- Ensuring that the room is arranged as safely as possible
- Knowing numbers of people present/roll call
- Reporting any concerns to the safeguarding officer/church council

Suggested minimum ratios:

Crèche	1 adult to 3 children
3-5's	1 adult to 6 children
5-11's	1 adult to 8 children
12+	1 adult to 12 young people

Nappy-changing is the responsibility of the child's parent / carer alone.

TRANSPORT AND TAKING CHILDREN OUT

The leader in charge will:

- Inform the Church Council of all planned activities prior to the event
- Obtain prior permission from the Church Council for any proposed trips using a minibus/coach
- Arrange adequate adult help
- Give each adult a list of children for whom they are responsible, even if the group is staying together
- Check with each adult that all the group members are accounted for before the homeward trip commences
- Ensure an operable mobile telephone is carried at all times
- Ensure correct insurance cover for volunteer drivers with passengers (company cars may only be insured for family members)
- Ensure a designated pick-up and drop-off point for the group, so that no child is alone in the vehicle with the driver
- Know and keep within the limit for passenger numbers
- Ensure use of safety belts
- Ensure any outside activities have the correct staffing levels plus any specialised skills needed e.g. swimming
- Check qualifications and insurance cover of instructors and establishment if applicable

In general:

- Inform all parents in writing, adding a permission slip to be returned
- Notify parents of any changes, in writing if possible
- Children should travel in the same vehicle for outward and return journeys