



Child Protection Policy

Statement of Purpose

Friends of Eaton Park is committed to ensuring that children and young people who participate in our activities are protected from harm (physical, sexual or emotional abuse, neglect and bullying).

Every child and young person who takes part in our activities should be able to do so in an enjoyable and safe environment. This policy establishes the Friend's position, role and responsibilities.

Aims:

Friends of Eaton Park will ensure that:

- the welfare of the child is paramount
- all children, whatever their age, culture, disability, gender, language, racial origin, religious beliefs and/or sexual identity, have the right to protection from abuse
- suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately
- Friends and volunteers know that they have a responsibility to report concerns to the designated committee member (see 'Our procedures' below).

Key Principles

A child is defined as a person under the age of 18 (The Children Act 1989).

Friends of Eaton Park will:

- respect and promote the rights, wishes and feelings of children and young people
- adopt best practice to safeguard and protect children and young people from abuse
- abide by the Procedures outlined within this document
- respond to any allegations appropriately
- review the policy every three years at its March meeting

Friends of Eaton Park Child Protection Policy, adopted 26 September 2013,
last reviewed 31 March 2016

Our Policy

Friends of Eaton Park will;

- only work with children who are accompanied by a parent or guardian
- only give children lifts in cars if they are accompanied by a parent or guardian, or if verbal permission has been obtained from a parent or guardian
- treat all young people equally with respect and dignity and put the welfare of each young person first
- maintain a safe and appropriate distance with children
- secure parental consent in writing to act in loco parentis, if the need arises to administer emergency first aid and or other medical treatment

Our procedures

Friends of Eaton Park will;

- appoint a **designated committee member** responsible for child protection and ensure every member and volunteer knows his or her name and how to contact them (**Pat Garner, 01603 452325**).
- ensure Friends and volunteers understand their role in being alert to the signs of abuse and, their responsibility to refer any concerns to the designated committee member responsible for child protection
- the designated committee member responsible for child protection will report any disclosure, or sign of abuse immediately to Norfolk County Council's Child Protection unit on **0344 800 8020**, and will co-operate in any resulting investigation.

Reviewed Friends of Eaton Park

Date 31 March 2016

Signed: 

Helen Mitchell

Position: Chair

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Appendix 1

What should you do if a young person reports abuse to you:

If someone discloses that they are being abused, then you should:

- React calmly
- Reassure the child that they were right to tell and that they are not to blame. Take what the child says seriously
- Keep questions to a minimum to ensure a clear and accurate understanding of what has been said. Don't ask about explicit details
- Reassure but do not promise confidentiality, which might not be feasible in the light of subsequent developments
- Inform the child/young person what you will do next
- Make a full and written record of what has been said / heard as soon as possible and don't delay in passing on the information
- Talk to your designated committee member as soon as possible.

The report will include the following:

- The child's name, age and date of birth
- The child's home address and telephone number
- Whether or not the person making the report is expressing their own concerns or those of someone else
- The nature of the allegation, including dates, times and special factors and other relevant information
- Make a clear distinction between what is fact, opinion or hearsay
- A description of any visible bruising or other injuries. Also any indirect signs, such as behavioural changes
- Details of witnesses to the incidents.