

Annex A

EuCAN CIC Child Protection Policy and Safeguarding Policy

Note: In this policy, a child is defined as anyone who has not reached their 18th birthday.

1. Introduction

EuCAN CIC leaders, members and volunteers do not have responsibility or contact with children on a regular basis. However, the company wishes to have a policy to cover those situations where its members do have contact with children.

Over recent years, there has been increasing recognition that the abuse of children and vulnerable adults can and does happen in organisations, and a growing acceptance of the potential risks arising from:

1.1 Unintentional acts

These can happen due to a lack of 'due diligence' and organisational negligence. This can lead to acts of harm due to inadequate care and supervision or lack of policies and procedures, and / or a lack of compliance with legal requirements

1.2 Deliberate actions

These are taken by people with intent to abuse children. Research and practice show that predatory offenders with the intent to abuse children sometimes deliberately place themselves in an organisation and/or job that give them access to children.

2. Responsibilities

1.1 It is the duty of ALL staff and volunteers to ensure the safety and well-being of any child, young person or adult who attends our activities. Prevention of any type of abuse is a priority.

1.2 All allegations and concerns of abuse must be taken seriously, irrespective of the identity of the alleged perpetrator and victims, and regardless of how 'unbelievable' the situation may seem.

1.3 No volunteer can agree to keep information regarding actual or suspected abuse 'private' as a personal confidence.

1.4 Allegations must be reported to:

- a) The EuCAN day leader,
- b) **At least one** EuCAN Director,
- c) The Public Protection Unit (a county constabulary Dept)

1.5 All sensitive and personal data - including the names of anyone who makes a report of abuse, and the person accused must be kept confidential - and be shared on a strictly 'need to know basis'.

3. Safeguards

Annex A

EuCAN CIC Child Protection Policy and Safeguarding Policy

2.1 Prevention is the best solution.

2.2 It is the duty of the Supervisor to ensure there is adequate support on site before the session starts. The following staff to child/vulnerable adult ratio is to be maintained:

- a) 1/8 for under 8 year olds
- b) 1/10 for over 8 year olds
- c) Higher levels of carer support may be necessary according to special needs of participants. This will be identified before sessions start through liaison with Care providers.

2.3 EuCAN leaders have the right to refuse to lead activities if adequate support is not provided.

2.4 The EuCAN leader for each activity has responsibility for ensuring that all staff and volunteers are aware of their obligations and duties. The leader will provide a Risk Assessment for the task, and the child supervisor shall provide a Risk Assessment (behavioural issues, disabilities, limitations, etc) for the child.

2.5 All leaders must have a current enhanced CRB / DBS check.
<http://www.childprotectioncompany.com/CPC/dbs-checks-faq>.

2.6 EuCAN leaders should be aware of the possibility that some volunteers may be under supervision by the police Public Protection Unit (PPU), and that they may not be allowed to mix with young people and/or vulnerable adults. Where the leader has been made aware of this, the leader must implement measures that prevent the volunteer being put in a compromising position. That may involve supervised segregation

2.7 Where possible at least two adults will be allocated to each group. Everyone is advised to avoid situations where they are alone and out of view with any child.

2.8 EuCAN Leaders must ensure that:

- a) They are not alone with one child/vulnerable adult at any time
- b) They take every precaution to ensure their actions cannot be misconstrued by a child/vulnerable adult, e.g. physical contact. Always ask permission from a child if they need any help which involves touching them in any way, e.g. helping them up a steep slope, demonstrating a craft activity etc.
- c) They always ask the child/vulnerable adult's/vulnerable adult's permission if they need help of a personal nature. e.g. taking a child/vulnerable adult to the toilet. Do not assist a child other than your own if they need the toilet. If they need help and their parent is not available, ask a member of staff.

Annex A
EuCAN CIC Child Protection Policy and Safeguarding Policy

- d) They wear appropriate clothing at all times.

- e) They maintain a fair and consistent approach to all children/vulnerable adults, whatever their ability, background, race, or religion

- f) They do not smoke, or be under the influence of drink or drugs.

- g) They do not engage in swearing, of any other kind of verbal abuse e.g, teasing, sarcasm, belittling.

- h) They do not engage in hitting, smacking or any other kind of physical abuse.

- i) They do not take unaccompanied children/vulnerable adults in their car, unless they have the written consent of the parent/carer for that specific journey

- j) They do not give out personal details, or arrange to meet children/vulnerable adults outside of normal working hours.

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