

Child Protection Policy of *Class Dynamix 2019*

The welfare of the child is paramount.

All staff (paid/unpaid) working in with children will have a responsibility to report concerns to the appropriate officer. *Class Dynamix* follow the Leeds City Council model child protection policy whilst working with children in schools we also follow each schools child protection policy sharing any concerns with the designated safe-guarding leads.

Your Child Protection Policy Statement

Class Dynamix staff have a duty of care to safeguard all children involved in any activities associated to *Class Dynamix* and to ensure all children have a right to protection, and the needs of disabled children and others who may be particularly vulnerable must be taken into account.

Class Dynamix will ensure the safety and protection of all children through adherence to the Child Protection guidelines. A child is defined as a person under the age of 18 (The Children Act 1989).

Policy aims

The aim of the Child Protection Policy is to promote good practice:

Providing children and young people with appropriate safety and protection whilst in the care *Class Dynamix*. Allow all staff/volunteers to make informed and confident responses to specific child protection issues.

Good practice guidelines

All personnel should be encouraged to demonstrate exemplary behaviour in order to protect themselves from false allegations. The following are common sense examples of how to create a positive culture and climate.

Good practice means:

- Always working in an open environment, avoiding private or unobserved situations and encouraging open communication.
- Treating all young people/disabled adults equally with respect and dignity.
- Always putting the welfare of each young person first.
- Maintaining a safe and appropriate distance with players (e.g. it is not appropriate for staff or volunteers to have an intimate relationship with a child or to share a room with them).
- Building balanced relationships based on mutual trust and empowering children to share in decision making.
- Keeping up to date with technical skills, qualifications and insurance.
- Involving parents/carers wherever possible. For example, encouraging them to take responsibility for their children in the changing rooms. If groups have to be supervised in the changing rooms, always ensure parents, teachers, coaches or officials work in pairs.
- Ensuring that if mixed teams are taken away for the day or night, they should always be accompanied by a male and female member of staff. However, remember that same gender abuse can also occur.
- Ensuring that residential events, adults should not enter children's rooms or invite children into their rooms.
- Being an excellent role model – this includes not smoking or drinking alcohol in the company of young people.
- Giving enthusiastic and constructive feedback rather than negative criticism.
- Securing parental consent in writing to act in loco parentis, if the need arises to administer emergency first aid and/or other medical treatment.
- Keeping a written record of any injury that occurs, along with the details of any treatment given.

Practices to be avoided

The following should be **avoided** except in emergencies. If a case arises where these situations are unavoidable (e.g. the child sustains an injury and needs to go to hospital, or a parent fails to arrive to pick a child up at the end of a session), it should be with the full knowledge and consent of someone in charge in the club or the child's parents.

Otherwise, avoid:

- Spending excessive amounts of time alone with children away from others.
- Taking or dropping off a child to an event.

Practices never to be sanctioned

The following should **never** be sanctioned. You should **never**:

- Engage in rough physical or sexually provocative games, including horseplay.
- Share a room with a child.
- Allow or engage in any form of inappropriate touching.
- Allow children to use inappropriate language unchallenged.
- Make sexually suggestive comments to a child, even in fun.
- Reduce a child to tears as a form of control.
- Allow allegations made by a child to go unchallenged, unrecorded or not acted upon.
- Do things of a personal nature for children or disabled adults that they can do for themselves.
- Invite or allow children to stay with you at your home unsupervised.

NB It may sometimes be necessary for staff or volunteers to do things of a personal nature for children, particularly if they are young or are disabled. These tasks should only be carried out with the full understanding and consent of parents and the players involved. There is a need to be responsive to a person's reactions. If a person is fully dependent on you, talk with him/her about what you are doing and give choices where possible. This is particularly so if you are involved in any dressing or undressing of outer clothing, or where there is physical contact, lifting or assisting a child to carry out particular activities. Avoid taking on the responsibility for tasks for which you are not appropriately trained.

Incidents that must be reported/recorded

If any of the following occur you should report this immediately to another colleague and record the incident. You should also ensure the parents of the child are informed:

- If you accidentally hurt a child
- If he/she seems distressed in any manner
- If a player appears to be sexually aroused by your actions
- If a player misunderstands or misinterprets something you have done

Use of photographic/filming equipment at sporting events

There is evidence that some people have used sporting events as an opportunity to take inappropriate photographs or film footage of young and disabled sportspeople in vulnerable positions. All should be vigilant and any concerns should be reported to the Child Protection Officer.

Recruitment and training of staff and volunteers

Class Dynamix recognises that anyone may have the potential to abuse children in some way and that all reasonable steps are taken to ensure unsuitable people are prevented from working with children.

Responding to allegations or suspicions

It is not the responsibility of anyone working in a paid or unpaid capacity, to decide whether or not child abuse has taken place. However, there is a responsibility to act on any concerns through contact with the appropriate authorities.

Lost Children

All staff, volunteers and organizers should know where the designated area is to take children who have lost their parent or the person looking after them.

The lost child should have at least two adults looking after them at all times and at least one of the adults responsible for looking after lost children should have a current CRB from the appropriate provider.

Protocol

- Find out the child's name and age if possible.
- Make a public announcement stating only that a lost child has been found and where they can be collected.
- Do not give the child's name or a description of them.
- When an adult comes to collect the child, make sure you are satisfied that they are who they say they are. You may ask for identification.
- You must ask for identification if you are not sure that the person is who they say they are, or if the child's behavior or attitude gives you any reason to doubt this.

If you are not sure, you should contact the police for advice.

If the child is obviously upset, you should contact the police immediately.

If the responsible adult fails to appear within 15 minutes of the first announcement, make a further announcement 5 minutes later and if there has been no response within a maximum of 20 minutes you should contact the police immediately.

If a parent tells you their child is lost, you should tell the police if the child is not found within a set time based on the size of the venue and the age of the child.

If the child is not found quickly, or you have any concerns, for example, the child is very young, the parent or carer has been drinking alcohol and is not fit to look after the child, you should tell the police and make a note of:

- the child's name and a description of what they look like;
- the name of the responsible adult and a description of what they look like; and
- a brief description of any concerns you have.

Both adults should sign the note and you should pass it to the police if necessary.

When a child is successfully reunited with the responsible adult, don't forget to tell all the people originally involved in the search, including the police if appropriate.

Useful contact numbers:-

West Yorkshire Police

Phone: 0845 6060608 Lines open 24hrs

ChildProtectionLine

Phone: 0800 022 3222 (calls are free)

Declaration

On behalf of **Class Dynamix** the undersigned, will oversee the implementation of the Child Protection Policy and take all necessary steps to ensure it is adhered to.

Signed:



Name:

DANIEL GOUGH

15 Emmeline Close

Bradford

BD10 9RF

Telephone - 07817760306

danny@classdynamix.com

A handwritten signature in black ink, appearing to read 'Daniel Gough', with a long horizontal stroke above the name.A second handwritten signature in black ink, appearing to read 'Daniel Gough', with a large loop at the start and a long horizontal stroke at the end.