

CHILD PROTECTION POLICY

The Director, Becki Coombe, maintains overall responsibility for child protection and is The Learn2 Group's 'named person'. The Director has day-to-day responsibility for ensuring this policy is put into practice

DIRECTOR RESPONSIBILITIES

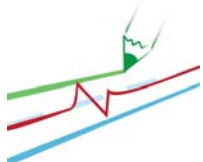
The Director shall:

- ensure The Learn2 Group child protection policy is current, reviewed annually and followed by Employees
- take any actions required to safeguard and protect children in The Learn2 Group's supervision
- make any formal referrals to statutory child protection agencies or the police
- understand and conform to the child protection procedures within each organisation
- have completed the current NSPCC EduCare Child Protection Awareness training programme
- deliver and record NSPCC recommended Child Protection Awareness training with all Employees
- hold Employee enhanced Criminal Records Bureau disclosures
- receive and record information from any Learn2 Group Employee who has concerns
- assess received information promptly and carefully, clarifying or obtaining any further information

EMPLOYEE RESPONSIBILITIES

Each Employee shall:

- be aware that Child Protection advice is available from the Director and/or the NSPCC Child Protection helpline on 0808 800 5000 or at www.nspcc.org.uk
- co-operate with the Director on Child Protection matters
- not interfere with anything provided to safeguard children's health, safety and well-being
- take reasonable care to protect themselves from allegations surrounding Child Protection
- report all Child Protection concerns to the Director as soon as possible
- be responsible for providing accurate and current documentary evidence for and completing an enhanced CRB disclosure prior to commencing employment with The Learn2 Group
- attend The Learn2 Group Child Protection awareness training within six months of employment
- complete the NSPCC EduCare Child Protection Awareness training programme within six months of employment



CHILD PROTECTION POLICY STATEMENT

The Learn2 Group believe that it is always unacceptable for a child or young person to experience abuse of any kind and recognises its responsibility to safeguard the welfare of all children and young people, by commitment to practice that protects them.

We recognise that:

- the welfare of the child/young person is paramount
- all children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have the right to equal protection from all types of harm or abuse
- working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare

The purpose of the policy:

- to provide protection for the children and young people and young people who receive The Learn2 Group's services, including the children of adult members or users
- to provide staff and volunteers with guidance on procedures that they should adopt in the event that they suspect a child or young person may be experiencing, or be at risk of, harm

This policy applies to all staff, including senior managers, paid staff, volunteers and sessional workers, students or anyone working on behalf of The Learn2 Group

We will seek to safeguard children and young people by:

- valuing them, listening to and respecting them
- adopting child protection guidelines through procedures and a code of conduct for staff and volunteers
- recruiting staff and volunteers safely, ensuring all necessary checks are made
- sharing information about child protection and good practice with children, parents, staff and volunteers
- sharing information about concerns with agencies who need to know, and involving parents and children appropriately
- providing effective management for staff and volunteers through supervision, support and training

We are also committed to reviewing our policy and good practice annually



CHILD PROTECTION CODE OF CONDUCT

You must:

- treat all children and young people with respect
- provide an example of good conduct you wish others to follow
- ensure that, wherever possible, there is more than one adult present during activities with children and young people or at least that you are within sight or hearing of others
- respect a young person's right to personal privacy/encourage young people and adults to feel comfortable and caring enough to point out attitudes or behaviour they do not like
- remember that someone else might misinterpret your actions, no matter how well-intentioned
- be aware that physical contact with a child or young person may be misinterpreted
- recognise that special caution is required when you are discussing sensitive issues with children or young people
- operate with The Learn2 Group and Organisation's (faith) principles and guidance and any specific procedures
- challenge unacceptable behaviour and report all allegations/suspicions of abuse

You must not:

- have inappropriate physical or verbal contact with children or young people
- allow yourself to be drawn into inappropriate attention-seeking behaviour/make suggestive or derogatory remarks or gestures in front of children or young people
- jump to conclusions about others without checking facts
- either exaggerate or trivialize child abuse issues
- show favouritism to any individual
- rely on your good name or that of The Learn2 Group to protect you
- take a chance when common sense, policy or practice suggests another prudent approach

You should give guidance and support to inexperienced helpers

