

Safeguarding Policy at The Sanctuary

Good practice with children and young people

These good practice guidelines should be observed by all who work with children and young people, and used when planning work so as to minimise situations where abuse may occur.

- > As far as possible a worker should not be alone with a child where their activity cannot be seen. This may mean leaving doors open or two groups working in the same room.
- > At least two people should be present before doors are opened as young people arrive for a group, and at least two adults should remain until the last child has left at the end.
- > If a 'private conversation' or prayer with a young person is needed or requested ensure that another adult knows this is taking place. Whenever possible another adult should be in the building. If it is possible to talk/pray with the young person 'privately' but in the same room where others are present, this option should be taken. Further guidance on 'one to one' work with young people is given in the full *Safe to Grow* document*

A code of behaviour and respect

- > Treat all children and young people with respect and dignity. Use age appropriate language and tone of voice. Be aware of your own body language and the effect you are having on the individual.
- > Listen well. Be careful not to assume you know what a child is thinking or feeling. Listen to what is spoken, how it is said and observe body language to understand better what is being said.
- > Do not engage in any of the following:
 - rough, physical or sexually provocative games.
 - invading the privacy of young people when they are using the toilet or showering.
 - making sexually suggestive comments about or to a young person, even in 'fun'.
 - inappropriate and intrusive touching of any form.
 - any scapegoating, ridiculing, or rejecting of a child or young person.
- > When it is necessary to control or discipline children and young people, this should be done without physical punishment. (A situation may, however, arise where a young person needs to be restrained in order to protect them or a third person.)
- > Make sure another adult is present if, for example, a young child has soiled their underclothes and needs to be thoroughly washed. If possible the child's own parent/carer should be called in to carry out such a task.
- > Do not respond to or encourage excessive attention seeking that is overtly sexual or physical in nature.
- > Care and consideration should be taken by workers using text messaging, email or social network sites to communicate with young people. This should only be with young people from whom consent has been given; should generally be for information-giving purposes rather than for 'chat'; and be during normal daylight hours. Further guidance is given in the full *Safe to Grow* document*

Good practice with colleagues

If you see another worker acting in ways which are inappropriate or might be misconstrued, be prepared to speak to them and to your Group/Team Leader or the **Designated Person for Safeguarding** about your concerns. Leaders should encourage an atmosphere of mutual support and care which allows all workers to be comfortable enough to discuss inappropriate attitudes or behaviour. These measures will also help protect workers from false accusation.

Designated Person for Safeguarding

As part of our commitment to children and young people, Watchet Baptist Church has appointed **Neil James** as our **Designated Person for Safeguarding (01984 639409)** to advise the church on matters of safeguarding; to take appropriate action when abuse is disclosed, discovered or suspected; and to be a point of contact for any concerns from children, young people, parents or volunteers in the church. Andy Levett and John Parsons have also been appointed as 'Safeguarding Trustees' and are responsible for the administration of the policy and procedures.

[*This guidance is a summary based on *Safe to Grow* Sixth Edition 2011 published by the BUGB]