

Ardgay Public Hall
Child Protection Policy

We recognise that child protection should not be treated in isolation

We believe that every child regardless of age has at all times and in all situations a right to feel safe and protected from any situation or practice that results in a child being physically or psychologically damaged. In our group, if we have suspicions about a child's physical, sexual or emotional well being, we will take action.

All volunteers are encouraged to share concerns with any Management Committee member. If the situation is clearly an urgent case, the child is too frightened to go home or there are very serious doubts about the child's safety, Social Work Services or the Police will be contacted immediately. If the concerns are more general about a child's welfare, then a referral to Social Work will be made. They should then make the necessary arrangements. It is important that all volunteers communicate concerns accurately. To this end, volunteers will follow the procedures below:

1. Upon the receipt of any information from a child or suspicions, record what they have seen, heard or know accurately at the time the event occurs.
2. Share their concerns with a Management Committee member and agree action to take.
3. Always REFER never INVESTIGATE any suspicions or allegations about abuse.

GROUPS BOOKING THE HALL:

As a condition of booking the hall, we will ask all groups working with children to confirm that they have a Child Protection Policy in place.

WHEN THE MANAGEMENT COMMITTEE HOLDS AN EVENT FOR UNACOMPANIED CHILDREN

We will:

- Provide an example we would wish others to follow.
- Where possible activities will involve more than one adult being present or at least within sight and hearing of others.
- Be aware that, someone else might misinterpret our actions even if they are well-intentioned.
- Respect a child's right to personal privacy.
- Provide time for children to talk to us.
- Encourage children to respect and care for others.
- Take action to stop any inappropriate verbal or physical behaviour.

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- Have a group policy for the collection of children after meetings have finished.
- Remember to REFER **not** INVESTIGATE any suspicions or allegations about abuse.
- Only share concerns and seek support from a Management Committee member.

**If concerns have been raised action must be taken
it may be the final part of the jigsaw
that is needed to protect that child
or prevent
further children from being hurt.**

IMPORTANT CONTACT NUMBERS:

Area Social Work Office, Golspie	☐ 01408 634040
Police Scotland	☐ 101
Out of Hours Social Work Emergency Service	☐ 0845 769 7284 (Children) ☐ 0845 769 7284 (Adults)

Policy agreed: Signed :
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Policy reviewed: Signed :
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