

Laser Summer Camp

CHILD
PROTECTION
POLICY



As of July 2006

Laser Summer Camp

Child Protection Policy

CHILD PROTECTION POLICY STATEMENT

Laser Summer Camp is committed to creating, providing and maintaining the safest possible environment for children and young people to enjoy and participate in various 'summer camp' activities.

Members of staff are responsible for informing members of management

We do this by:

- Recognising that all children have the right to freedom from abuse.
- Ensuring that all our staff and volunteers are carefully selected and accept responsibility for helping to prevent the abuse of children in their care.
- Responding swiftly and appropriately to all suspicions or allegations of abuse, and providing parents with the opportunity to voice any concerns they may have.
- Appointing a Child Protection Officer who will take specific responsibility for child safety and act as the main point of contact for parents, children and outside agencies.
- Ensuring access to confidential information is restricted to the Child Protection Officer or the appropriate external authorities.
- Reviewing the effectiveness of our Child Protection Policy annually.

Laser Summer Camps Designated Person to assist in child protection matters is - GRAHAM BAILY. If a child protection matter should arise, and parents need to be contacted, confidentiality will be maintained by Graham Baily and Dick Bedford, and the matter will be dealt with by these individuals.

All staff understand that whereby a child protection issue arises – they must maintain confidentiality.

Our Child Protection officer is – DICK BEDFORD.

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MISSING PERSON PROCEDURE

If a member of staff finds that a child who is under their care goes missing, he/she should follow these guidelines :

1. Get the rest of the group together in one place making sure that it is a safe environment, and that staff remain with the group.
2. Make contact with the main office – informing one of the management staff who will then access and assist in the procedure. Make sure that Graham Baily has been informed who will assess and assist in the situation. (07968 258865)
3. Establish last sighting and disclose any relevant information on the situation – mood of the person, things that they might have said.
4. If not present in the office – contact Julian Tagg **01392 430919 - 07771 562787**.
5. Contact Dick Bedford - **01884 32987** who will continue to advise
6. Through office staff – contact parents and inform of situation.
7. Phone the police.

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Procedure if Child Abuse is Suspected

If a member of staff has any suspicion that a child who is under their care might have received any form of abuse – sexual, physical, neglect or emotional, they must inform Graham Baily – designated person with responsibility for Child Protection.

It is important that as a member of staff you share with Graham Baily

- any significant changes in children's behaviour
 - any unexplained bruising or marks
 - any comments children make which give cause for concern
 - any deterioration in a child's general well-being
1. Get the rest of the group together in one place making sure that it is a safe environment, and that staff remain with the group.
 2. Make contact with the main office – informing one of the management staff who will then access and assist in the procedure. Make sure that Graham Baily has been contacted and he will assess and continue to assist in the situation.
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Child Protection Policy – Guidelines for Safeguarding Childrens Welfare

What Constitutes Abuse?

Neglect

Persistent or severe neglect of a child which may harm a child's health or development. Neglect may include withholding the basic necessities of life: food, shelter, clothing, warmth, cleanliness, caring.

Physical Abuse

Physical injury to a child, where there is definite knowledge or reasonable suspicion that injury was deliberately inflicted or was not prevented.

Sexual Abuse

Actual or likely sexual exploitation of a child or adolescent.

Emotional Abuse

Emotional abuse is more difficult to detect or define. It may result from locking the child away, excessive shouting, teasing or humiliation, the denial of love, affection, interest or friendship. Overprotection so as to deny the child normal experiences of life may also have a harmful effect.

Indications or Signs of Possible Abuse

- Persistent or multiple bruising.
- Minor injuries in unlikely places.
- Burns or bites.
- Regressive behaviour eg. bed wetting.
- Depression or withdrawn behaviour.
- Attention seeking.
- Excessive preoccupation with sexual matters.
- Promiscuous behaviour.
- Sexually explicit literature.
- Disturbing poetry/creative writing.

There is sometimes a link between bullying and child protection issues. There may be other circumstances, not amounting to abuse, which give cause for serious concern about the welfare of children at camp. Questions of the young person being in moral danger, being uncared for, engaging in anti-social or inappropriate behaviour and so on, may be referred to the Child Protection Officer and through them to the Social Services Department if appropriate.

What to do if Someone Tells

Listen

Do not promise confidentiality.

Stay calm and convey this through word and action. Reassure the young person that you are taking them seriously.

Allow the child to finish without directly questioning or stopping them. Let them tell you what they want to and no more.

Ensure that you have a full understanding of the facts as related by the child, perhaps by reporting them back for his/her confirmation.

When the child has finished make sure they feel secure and explain what you are going to do next.

Action must be taken immediately if the child is in danger.

Record

Record as much as you can remember as soon as possible (preferably immediately) afterwards, using the child's own words as far as possible. Sign the notes and record the 'date' and 'time'.

Report

To the Child Protection Officer as soon as possible and immediately if any pupil is in danger.

You have now fulfilled your duty and you should **not take any further action** or reveal this information to anyone else. The Child Protection Officer will be aware that you may need support following a disclosure.

Action to be taken by the Child Protection Officer

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LOCAL PROFESSIONAL CONTACTS LIST

Police unit with responsibility for child protection in Exeter

Child Protection Unit

Devon and Cornwall Constabulary

Heavitree Road Police Station

Heavitree

Exeter

EX1 2LR

Tel. Exeter - 01392 451599

Police Station with responsibilities for general enquiries.

Devon and Cornwall Constabulary

Heavitree Road Police Station

Exeter

EX1 2LR

Tel. Exeter 0870 5777444 (Child Protection Unit – Exeter 451599)

Social services Department for child protection in Exeter

Social Services

George Street

Exeter

Tel . Exeter – 384477

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STAFF AND VOLUNTEERS DECLARATION

I understand the nature of my role and responsibilities at Laser Summer Camp.

I confirm that I have received a copy of the Staff/Volunteers contract and the guidelines for safeguarding children's welfare.

I have read and understood the guidelines for safeguarding children and I accept my responsibility to care for the children and young people with whom I come into contact.

Name -----

Signature -----

Date _____

Possible areas to be aware of – Child Protection Red Zones

Loss of child from Camp/ Public access to camp

Entrance gates to school – 3 major ones :- Manston Terrace

Victoria Park road entrance

Cricket Pavillion entrance

Must be aware of other people not associated with camp. Ask and direct to office if needed.

Extra vigilance is needed when moving children around near these entrances, and if you are at an activity near these entrances – especially the aerial runway.

Physical Contact with children

Main areas one must consider is whilst children are changing for pool, and whilst consoling children. One must use common sense and their own discretion, and basically abide the rule that 'no contact is safe'.

Obviously one must consider the age and capability of the child, and more contact would be expected with the younger children in helping them with normal activities.

Bullying

Laser staff are fully aware that when children from different schools and backgrounds are placed in situations where they must conform, and are associated with peers of the same age, low level bullying can occur.

Bullying will usually manifest itself when either 'groups' are initially formed or 'name calling' begins. Staff must be able to recognize a 'bullying situation immediately, and from this consult a senior member of management.

Physical contact between children is also unacceptable at Laser summer camp. Any incident where this has occurred must be dealt with by a senior member of management.