

# Safeguarding Policy for Whit Camp

## Purpose

To define the camp's commitment to safeguard the welfare of all children, young people and vulnerable adults involved in camp activities at Whit Camp.

## Introduction

This document is the safeguarding policy for the family camp, often known as 'Whit Camp'. It will be followed by all attendees and promoted by those in positions of leadership especially those individuals responsible for the youth activities at Whit Camp.

The purpose of Whit Camp is to enjoy a family-friendly holiday and serve and worship the Lord God and His son Jesus Christ.

The activities undertaken bring attendees into regular contact with children and possibly vulnerable adults, and at times require certain attendees to take responsibility for children or young people in the absence of their parents or sponsors. This policy therefore includes a section outlining safe care principles within which those activities will be undertaken. It is the responsibility of all those working with children at camp to ensure these principles are followed.

The camp attendees with designated responsibility for safeguarding are **Sarah Gillingham and Kate Egginton for 2023**. Any concerns in relation to possible safeguarding issues should be discussed with them, whether those concerns relate to the welfare of a child/vulnerable adult or the conduct of an attendee of the camp regarding children or vulnerable people. If any attendees or their parent or carer has concern about the conduct of another attendee, the designated persons responsible for safeguarding as stated above, will be available to discuss it with them. Parents or young people may of course contact Social Services or the police directly if they wish to do so.

The purpose of this policy is to ensure that the actions of adults working with children and vulnerable adults at Whit Camp are transparent, and safeguard and promote the welfare of children, young people, and vulnerable adults. It is to be hoped that providing a framework within which to work will assist those adults by providing greater clarity and consistency for their conduct with children during the valuable work that they undertake.

This policy is written in accordance with "Working Together to Safeguard Children" published by the Department of Health in July 2018.

## **Principles upon which this policy is based – a child-centered approach**

The welfare of the child, young person or vulnerable adult will always be paramount.

The welfare of families will be promoted.

The rights, wishes and feelings of children, young people and their families will be respected and listened to.

Those people in positions of responsibility at Whit Camp will promote the policy outlined below and ensure that all differences between individual children and young people are treated with respect.

Those people with direct responsibility for working with children and young people will work in accordance with the policy outlined below and ensure that all differences between children and young people are treated with respect.

### **Children have said that they need: -**

- vigilance: to have adults notice when things are troubling them
- understanding and action: to understand what is happening; to be heard and understood; and to have that understanding acted upon
- stability: to be able to develop an ongoing stable relationship of trust with those helping them
- respect: to be treated with the expectation that they are competent rather than not
- information and engagement: to be informed about and involved in procedures, decisions, concerns, and plans
- explanation: to be informed of the outcome of assessments and decisions and reasons when their views have not met with a positive response
- support: to be provided with support, in their own right, as well as a member of their family
- advocacy: to be provided with advocacy to assist them in putting forward their views
- protection: to be protected against all forms of abuse and discrimination and the right to special protection and help if a refugee

Whit Camp committee acknowledges God's forgiveness of wrong doing and this policy in no way seeks to negate the availability of forgiveness for those who repent of any wrongdoing in relation to children. It seeks to focus on the immediate need to protect children and vulnerable adults who may be in need and to provide a consistent approach to the treatment of children and vulnerable adults and an appropriate way to address any concerns that arise.

## **CHILD AND VULNERABLE ADULT PROTECTION POLICY**

### **Immediate Action to Ensure Safety**

Immediate action may be necessary at any stage in involvement with children and families. The priority remains the protection of children and vulnerable adults and the need to provide a safe environment.

IN ALL CASES IT IS VITAL TO TAKE WHATEVER ACTION IS NEEDED TO SAFEGUARD THE CHILD/REN i.e.:

- If emergency medical attention is required this can be done by calling for an ambulance (dial 999) or taking the person to the nearest Accident & Emergency Department.
- If a child is in immediate danger the police should be contacted (dial 999) as they alone have the power to remove a child immediately if protection is necessary, via Police Protection Order.

### **Recognition of Abuse**

Abuse of a child is caused by an individual inflicting harm or by a responsible individual failing to act to prevent harm. Individuals may be abused in a family or in an institutional or community setting: by those known to them or by a stranger.

### **Physical Abuse**

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child or vulnerable adult. Physical harm may also be caused when a parent or carer feigns the symptoms, of, or deliberately causes ill health to someone whom they are looking after (FII-fabricated/induced illness).

### **Emotional Abuse**

Emotional abuse is the persistent emotional ill treatment of a child/vulnerable adult such as to cause severe and persistent adverse effects on the child's/vulnerable adults emotional development. It may involve conveying to individuals that they are worthless or unloved, inadequate, or valued only in so far as they meet the needs of another person. It may feature age or developmentally inappropriate expectations being imposed on them. It may involve causing children/vulnerable adults frequently to feel frightened or in danger, or the exploitation or corruption of children/vulnerable adults. Some level of emotional abuse is involved in all types of ill treatment of a child specifically though it may occur alone.

### **Sexual Abuse**

Sexual abuse involves forcing or coercing a child /vulnerable adult to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative or non-penetrative acts. They may include non-contact activities, such as involving children/vulnerable adults in looking at, or in the production of, pornographic material, or watching sexual activities, or encouraging children to behave in sexually inappropriate ways. A child under the age of 13 cannot legally consent to any form of sexual activity

### **Neglect**

Neglect is the persistent failure to meet a child's/vulnerable adult basic physical and/or psychological needs, likely to result in the serious impairment of the persons health or development. It may involve a parent or carer failing to provide adequate food, shelter and clothing, failing to protect a child from physical harm or danger, or the failure to ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

Other forms of abuse and exploitation may be relevant to vulnerable adults for example financial abuse and other forms of exploitation. If you have any concerns relating to this you must discuss with designated safeguarding team in the first instance and then a decision will be made as to next steps/liaison with social care

From the age of 16 all individuals in the UK are assumed to have mental capacity to make decisions on their own behalf. This must be taken into consideration when assessing the needs of a vulnerable adult and actions that you feel may necessary. It can be difficult to assess an individual's ability to make decisions on their own behalf and for this reason any such incidences involving vulnerable adults should be discussed with the designated safeguarding team at White camp

There is an expected responsibility for all attendees at camp to respond to any suspected or actual abuse of a child in accordance with these procedures. For most attendees this responsibility will be simply to report any concerns to the Designated Persons.

It is good practice to be as open and honest as possible with parents/carers about any concerns. However, you must not discuss your concern with parents/carers in the following circumstances:

- where sexual abuse by the parent/carer is suspected
- where organised or multiple abuse involving the parent/carer is suspected
- where fabricated/induced illness) is suspected
- where contacting parents/carers would place a child/vulnerable adult, yourself, or others at risk.

### **What to do if children talk to you about abuse or neglect**

It is recognised that a child/vulnerable adult may seek you out to share information about abuse or neglect, or talk spontaneously individually or in groups when you are present. In these situations you must:

- Listen carefully to the child. DO NOT directly question the child.
- Give the child time and attention.
- Allow the child/vulnerable adult to give a spontaneous account; do not stop them when they are freely recalling significant events.
- Explain that you cannot promise not to speak to others about the information they have shared.
- Reassure them that:
  - you are glad they have told you;
  - they have not done anything wrong;
  - what you are going to do next.
- Explain that you will need to get help to keep them safe.

- As soon as is practicable you must make an accurate record of the information you have been given taking care to record the timing, setting and people present, the child's/vulnerable adults presentation as well as what was said. Do not throw this away as it may later be needed as evidence.
- Use the child's/vulnerable adults own words where possible.
- Do NOT ask them to repeat his or her account of events to anyone.

### **Consulting about your concern**

The purpose of consultation is to discuss your concerns in relation to a child/vulnerable adult and decide what action is necessary.

You may become concerned about a child/vulnerable adult who has not spoken to you, because of your observations of, or information received. It is good practice to ask why they are upset or how an injury was sustained, or respond to someone wanting to talk to you. This practice can help clarify vague concerns and result in appropriate action.

If you are concerned about someone you must share your concerns. Initially you should talk to one of the people designated as responsible for safeguarding at camp as stated on page 1. If one of those people is implicated in the concerns you should discuss your concerns with the other person or directly with Social Services.

You should consult externally with the local Social Services Department in the following circumstances:

- when you remain unsure after internal consultation as to whether safeguarding concerns exist
- when there is disagreement as to whether safeguarding concerns exist
- when you are unable to consult promptly or at all with your Designated Persons for safeguarding and the situation appears to present an immediate or serious risk to a child/vulnerable adult
- Consultation is not the same as making a referral (see following section) but should enable a decision to be made as to whether a referral to Social Services or the Police should progress.

### **Making a referral for children or adults**

A referral involves giving Social Services or the Police information about concerns relating to an individual or family in order that enquiries can be undertaken by the appropriate agency followed by any necessary action.

In certain cases the level of concern will lead straight to a referral without external consultation being necessary.

Parents/carers should be informed if a referral is being made except in the circumstances outlined on previously.

However, inability to inform parents/carers for any reason should not prevent a referral being made. It would then become a joint decision with Social Services about how and when the parents/carers should be approached and by whom.

It is recommended that all safeguarding concerns which arise during the weekend should be discussed with the designated safeguarding leads so advice and support regarding actions required can be provided.

### **Information required**

Be prepared to give as much of the following information as possible (in emergency situations all of this information may not be available). Unavailability of some information should not stop you making a referral.

- Your name, telephone number, position and request the same of the person to whom you are speaking.
- Full name and address, telephone number of family, date of birth of child and siblings.
- Gender, ethnicity, first language, any special needs.
- Names, dates of birth and relationship of household members and any significant others.
- The names of professionals' known to be involved with the child/family e.g.: GP, Health Visitor, School,
- The nature of the concern; and foundation for them.
- An opinion on whether the child may need urgent action to make them safe.
- Your view of what appears to be the needs of the child and family.
- Whether the consent of a parent/carer with parental responsibility has been given to the referral being made.

### **Action to be taken following the referral**

- Ensure that you keep an accurate record of your concern(s) made at the time.
- Put your concerns in writing to Social Services following the referral (within 48 hours).
- Accurately record the action agreed or that no further action is to be taken and the reasons for this decision.

### **Confidentiality**

The named individuals should ensure that any records made in relation to a referral should be kept confidentially and in a secure place. Where appropriate, the Whit Camp Committee should be informed.

Information in relation to safeguarding concerns should be shared on a "need to know" basis. However, the sharing of information is vital to ensure effective safeguarding and, therefore, the issue of confidentiality is secondary to a individuals need for protection.

### **To Conclude**

If in doubt, consult the Designated Safeguarding Persons identified above.

### **USEFUL TELEPHONE NUMBERS**

For referrals 8.30 am to 4.30 pm Mon -Fri:  
DERBYSHIRE CHILD PROTECTION LINE 01629 533190  
(SAME NUMBER FOR VULNERABLE ADULT REFERRALS)

For non-emergency referrals in relation to stranger abuse: POLICE 101

For EMERGENCY POLICE ACTION 999

<b>Child and Vulnerable Adult Protection Policy</b>			
<b>Version</b>	<b>Date</b>	<b>Revised By</b>	<b>Comments</b>
1	February 2016	-	
2	May 2018		Name of Designated Persons revised
3	May 2019		Name of Designated Persons revised
4	Feb 2023		Updated for revised guidance, new location and Designated Persons revised
5	May 2023	KE	Updates

## Safe Care Policy

The following guidelines cover general activities run at Whit Camp and should be followed as closely as possible in the interests of child safety. Leaders should treat all children, young person and vulnerable adult with dignity and respect in attitude, language and actions.

### **Expectations of leaders; - DBS (Disclosure and Barring Service) and Experience.**

- The main leaders of children's activities should be attendees of Whit Camp who have experience of working with children or young people. Helpers in activities should be known and trusted in working with children, appropriate support should be offered to new leaders/helpers.
- There should be an overall person who is responsible for the activity who has experience and is supported in their role by the Whit Camp committee.
- There should be at least one person in each leadership group who is DBS checked. If you are undertaking activities where you are teaching/leading a group on your own for significant periods of time e.g. Sunday school class, then you should be DBS checked.
- The responsibility of checking that DBS checks have been obtained will be the Whit Camp committee. Leaders will be asked to bring their copy of the most recent DBS check to camp, send through a photo of the most recent DBS certificate or forward the certificate number so that it can be verified by one of the committee and recorded.
- Each organising group should discuss the implications of this policy for the activities they undertake and include its implementation..
- If there are concerns over a leaders practice you should in the first instance discuss this with the individual, if concerns continue then discuss these with a named person.
- In any situation where actual abuse by a leader is alleged by a child, the safeguarding policy outlined would be followed.
- If a known offender/perpetrator joins the camp then the committee and named Safeguarding Persons will discuss and agree boundaries for the individual within camp and its activities.
- Leaders have a responsibility to protect children/vulnerable adults from each other and will be proactive in discouraging bullying. Any inappropriate or potentially abusive acts between children or young people/vulnerable adults will be addressed, with action taken to prevent reoccurrence.



## **Discipline**

Discipline is about education, nurturing, instruction, chastisement, verbal rebuke, teaching, encouragement and safety. It should be evidence of love and God's heart. (Hebrews 12: 5-12 and Proverbs 22:6).

- NEVER smack or hit a child.
- Avoid shouting at a child or vulnerable adult- change voice tone if necessary.
- Discipline out of love, not anger.
- Be consistent in what you say and how you enforce discipline within the church activities, individually and as a group of leaders. Inform all other leaders of your actions.
- Lay down ground rules appropriate for the activity/club, make sure the children understand the consequences of their actions.
- Be a good role model, setting a good example.
- Maintain an appropriate distance when speaking/disciplining a child, try and discuss the situation at the child's level, e.g. sit down opposite each other this will also help to diffuse the potential situation.
- Take the child aside and talk to them without humiliating them in front of their peers, but be aware of putting yourself in a difficult position if chastising out of sight of other leaders.
- Do ask for assistance if you feel that you may be losing control, this should be seen as a positive not a negative.

## **Physical Contact**

- Keep everything in public. A hug in the context of a group is very different from a hug behind closed doors.
- Touch should be related to the child's needs, not the leaders.
- Avoid any physical activity which is, or could be construed as, sexually stimulating to either the adult or the child.
- Extra care and vigilance should be taken if taking children swimming, avoid prolonged physical contact such as hugs/touching, ensure that other leaders are present at all times.
- The level of personal care, e.g. toileting, must be appropriate and related to the age and needs of the child.
- The child is entitled to determine the degree of contact except in exceptional circumstances e.g. when needing medical attention.
- Leaders should take responsibility for monitoring each other, and should be able to constructively challenge each other if necessary.

## Child supervision and Health and Safety

Recommended ratios: Adults to children;

0 to 2 years 1:3

3 to 4 years 1:4

5 to 8 years 1:8

- It is expected that there should normally be a mixed gender ratio of leaders for activities, with a minimum of at least one female leader. In some circumstances it may be appropriate for this expectation to be relaxed, for example a single gender activity or a small group activity with older children.
- No person under 16 years of age should be left in charge of any child of any age.
- Leaders should be present before children arrive and remain after they leave, ensuring that they are not left alone with children and heeding to the above minimum supervision ratios.
- A register of children/young people attending the club/activity should be kept.
- A programme detailing activities should be available for children and parents/carers, to inform them of your whereabouts.
- Changes to programmes should be made available to parents/carers.
- Keep a record of medical conditions of children who attend including emergency contact numbers.
- Keep a record of any accidents, unusual events, fights detailing what action was taken, this should be signed by more than one leader and kept confidential. Inform parents/carers of any incidents.
- Make sure that the camp insurance and liability covers the activities you are undertaking.
- The camp should have assigned first aiders at all times.

Safe Care Policy			
Version	Date	Revised By	Comments
1	February 2016	-	
2	May 2023	RW	Vulnerable adults includes where appropriate