

Oldland Mill Trust Policies and Procedures

Child Protection and Safeguarding Policy

This policy applies to all, trustees and volunteers working on behalf of Oldland Mill Trust.

Oldland Mill Trust values and encourages the involvement of young people and is committed to promoting their well-being, enjoyment and protecting their health, safety and welfare.

The purpose of this policy is to:

- protect children and young people who visit or become involved in the activities of Oldland Mill Trust.
- to provide volunteers with the overarching principles that guide our approach to child protection;

Oldland Mill Trust believes that a child or young person should never experience abuse of any kind. We have a responsibility to promote the welfare of all children and young people and to keep them safe. We are committed to practice in a way that protects them.

Legal framework

This policy has been drawn up on the basis of law and guidance that seeks to protect children, namely:

- Children Act 1989
- United Convention of the Rights of the Child 1991
- Data Protection Act 1998
- Sexual Offences Act 2003
- Children Act 2004
- Protection of Freedoms Act 2012
- Relevant government guidance on safeguarding children

We recognise that:

- the welfare of the child is paramount, as enshrined in the Children Act 1989
- all children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have a right to equal protection from all types of harm or abuse
- some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

We will seek to keep children and young people safe by:

- valuing them, listening to and respecting them
- adopting child protection practices through procedures and a code of conduct for staff and volunteers
- providing effective management for volunteers through supervision, support and training

- sharing information about child protection and good practice with children, parents and volunteers
- sharing concerns with agencies who need to know, and involving parents and children appropriately.

All Trustees and Volunteers should:

- Be alert to potential indicators of abuse or neglect;
- Be alert to the risks of potential abuse;
- Contribute to whatever actions are needed to safeguard and promote a young person's welfare.

Good practice

- Make sure that where possible young people are accompanied by their own adult carers (e.g., parents, teachers or youth leaders) and that these adults are directly responsible for those in their care.
- Ensure that a signed parent/guardian consent form/letter has been obtained if the charity is providing direct supervision.
- Make sure you know which young people are in your charge, the extent of your responsibility, where they are and what they are doing.
- Avoid being left alone with young people if you can, particularly one-to-one contact unless it is an emergency.
- Use your common sense and take care if you are left alone with a young people.
- If one-to-one contact is unavoidable make sure it is for as shorter time as possible and ensure you are accessible to others and tell someone else where you are going and what you are doing,

Cause for concern: If you have cause for concern, you should contact and discuss the matter with the Safeguarding Lead, Chair or Deputy Chair of Trustees

We are committed to reviewing our policy and good practice annually. This policy was last reviewed on September 2021.

Chair of Oldland Mill Trust: *Dr Stephen Waite*

Date first published: 1/9/21

Date last reviewed: 1/9/21

Next review date: September 2022

I *insert name of parent/guardian* am the parent/legal guardian of:

Name of child/young person: *insert name*

Date of birth of child/young person: *insert date of birth*

Address of child/young person: *insert address and contact details*

This is my written consent for my child to visit/ volunteer at Oldland Mill in Hassocks, West Sussex, and to be involved in the activities of Oldland Mill Trust under the supervision of adult trust members.

I understand that these activities will normally be held: *dates/days and time*

Signature of parent/legal guardian:

Address (if different from that of the child/ young person):

Phone number: