

## Essex Christian Youth Activities

### CODE OF GOOD PRACTICE FOR ADULTS WORKING WITH CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS

#### **You should ensure that:**

- ◆ Treat all children, young people and vulnerable adults with respect and dignity.
- ◆ Provide an example, which you would wish others to follow.
- ◆ Respect a young person's right to personal privacy.
- ◆ Plan activities, which involve more than one adult being present.
- ◆ Encourage children and young people and vulnerable adults to feel confident enough to point out attitudes and behaviour that they do not like.
- ◆ Learn to control and discipline children, young people and vulnerable adults without using physical punishment.
- ◆ Provide access for children, young people and vulnerable adults to talk to others about any concerns they may have.
- ◆ Recognise that special caution is required, even in sensitive moments of counselling such as when dealing with bullying, abuse or bereavement.
- ◆ Watch your language, tone of voice and body language, when dealing with children, young people and vulnerable adults.
- ◆ Remember that someone else may misinterpret your actions, however well intentioned.

#### **You should not:**

- ◆ Show favouritism to any individual.
- ◆ Scapegoat, ridicule or reject a child, young person or vulnerable adult.
- ◆ Allow yourself to be drawn into inappropriate attention-seeking behaviour such as tantrums or crushes.
- ◆ Make suggestive remarks or gestures to or about a child, young person or vulnerable adult, even in "fun".
- ◆ Permit abusive activities between children, young people and vulnerable adults (e.g. initiation ceremonies, ridiculing, bullying).
- ◆ Have any inappropriate verbal or physical contact (such as wrestling or tickling) with children, young people or vulnerable adults.
- ◆ Invade the privacy of children, young people or vulnerable adults when they are going to the toilet or bathing/showering.
- ◆ Be alone if, for example, a young child has soiled their clothes and needs to be thoroughly washed.
- ◆ Invite a child, young person or vulnerable adult to your home alone.
- ◆ Give a lift to a child, young person or vulnerable adult on their own, other than for short journeys, in which case, the child or young person should sit in the back of the car.

- ◆ Share sleeping accommodation with children, young people or vulnerable adults if you take a group away.
- ◆ Exaggerate or trivialise child abuse issues.
- ◆ Jump to conclusions about others.
- ◆ Undertake any investigation.
- ◆ Rely on your good name to protect you, in the event of an accusation of child abuse being made against you.
- ◆ Believe "it would never happen to me".

## **WHAT HAPPENS**

### **If you suspect a child is being abused, emotionally, physically or sexually, you should:**

- ◆ Tell Jeff Fair or Louise Colledge
- ◆ Record any facts which support this suspicion.
- ◆ Do not discuss your concerns with other members of the leadership team/adults.
- ◆ Follow any directions from Carol and Martin about actions needed immediately.

### **If a child discloses to you any abuse by someone else (e.g. a relative), you should:**

- ◆ Allow the child to speak without interruption, accepting what is said, but not investigating the matter.
- ◆ Try to alleviate the child of young person's feelings of guilt or isolation, while passing no judgement.
- ◆ Advise that you will try to offer support, but that the information MUST be passed on to Jeff or Louise.
- ◆ Advise Jeff Fair or Louise Colledge
- ◆ Make notes of the disclosure as soon as possible, and give a copy to Jeff or Louise.
- ◆ Follow any directions from Jeff and Louise about actions needed immediately.

### **If you receive an allegation about any fellow worker or about yourself, you should:**

- ◆ Immediately tell Jeff or Louise (unless the allegation is about them, then tell Carol or Martin Jones),
- ◆ Record the facts as you know them,
- ◆ Do not discuss with other members of the team/adults
- ◆ Follow any directions from Jeff or Louise about actions needed immediately.