

Highland Skate Club

Child Protection Policy

We recognise that child protection should not be treated in isolation – we take on board guidance given by Highland Child Protection Committee and address recruitment and selection of regular volunteers and paid employees by doing the following:

1. We accept that it is our responsibility as a group to check that all adults in positions requiring disclosure checks are members of the appropriate Protection of Vulnerable Groups Scheme and have been appropriately vetted.
2. We will ensure that every new regular volunteer or member of staff will complete a Personal Profile Form.
3. We will make a request for previous addresses on volunteer/job application forms
4. We will ask for the names of two referees who will be prepared to provide a written reference
5. We will follow up each reference with a telephone call or personal contact during which we will discuss the applicant's suitability to work with children. A record of this discussion will be kept in the applicants file
6. We will interview prospective regular volunteers and staff
7. We will note at interview all previous experience of regular volunteers and staff in working with children
8. We will carry out a probationary period for all regular volunteers and staff of at least 3 months.
9. We will notify Disclosure Scotland if anyone on the Disqualified from Working with Children List applies to work for or volunteer with our group.
10. We will ensure that all staff are given codes of practice to adhere to
11. We will remove from unsupervised contact with children any member of staff or volunteer whom we know or suspect to have caused harm to a child or to have placed a child at risk of harm and we will notify Disclosure Scotland of our actions and the reasons for them, even if that person has left our group.
12. We undertake risk assessments before any expeditions
13. We inspect our skateparks regularly and some will have an annual professional inspection.