

We believe that every child regardless of age has at all times and in all situations a right to feel safe and protected from any situation or practice that results in a child being physically or psychologically damaged. In our group, if we have suspicions about a child's physical, exsexual or emotional well being, we will take action.

All volunteers are encouraged to share concerns with the group's Child Protection Lead – Niki Mackenzie. If the situation is clearly an urgent case, the child is too frightened to go home or we have serious doubts about the child's safety, we will contact Social Work Services or the Police immediately.

If our concerns are more general about a child's welfare, then we will discuss these with our group's Child Protection Lead – Niki Mackenzie, who would then make a referral to an appropriate professional for assessment of the child's needs. It is important that all volunteers communicate concerns accurately. To this end volunteers will follow the procedures below:

Upon receipt of any information from a child or suspicions, it is necessary to make an accurate and detailed written record of what they have seen, heard or know, at the time the event occurs;

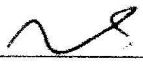

- (1) Share their concerns with the Child Protection Lead – Niki Mackenzie and agree what action to take. If Child Protection Lead not available take steps to speak to someone else eg Social Services or the Police. In other words to not sit on a child concern that should be referred.
- (2) Avoid asking any more questions than are necessary to clarify whether there is a concern. Always REFER to statutory services to undertake in depth INVESTIGATION of any suspicions or allegations about abuse

If we have concerns we must act – it may be the final piece of the jigsaw that is needed to protect that child – or we may prevent further children from being hurt.

Both the local Area Social Work Office and Police telephone numbers are in the telephone directory. For ease of reference they are as follow:

Area Social Work Office 01349 868700
 Local Police Station for Child Concerns 08456 005703
 Out of hours Emergency Social Work 08457 697284

Confirmed as Policy at Management Committee Meeting May 29, 2012

<u>Nicola Mackenzie</u>	<u></u>	<u>10/7/12</u>
<u>SALLY FECCUNO</u>	<u> SECRETARY & TRUSTEE</u>	<u>10/7/12</u>
<u>Myel Campbell</u>	<u>Chair & Trustee</u>	<u>10/7/12</u>
ROBBIE MACKINTOSH	VICE chair + TRUSTEE	10/7/12

Names/Signatures

Positions

Date