

Grace Baptist Church, Stockport

Child Protection Policy including Guidelines for Church Activities organised for under 18s.

Statement of Purpose

- This Church takes seriously its responsibility to nurture, protect, and safeguard the welfare of children and young people entrusted to our care
- As part of the mission of the Church, we are committed to:
 - Proclaiming the eternal truths of the Gospel of the Lord Jesus Christ
 - Listening to, relating effectively to, and valuing children and young people
 - Ensuring their protection within Church Activities
 - Encouraging and supporting parents who are primarily responsible under God for their children
 - Ensuring that children's and youth workers are given appropriate support and training
- This Church recognises that the whole human race is made in the image of God, yet all have a fallen human nature and sin.
- This Church recognises that many children and young people today are the victims of neglect, and physical, sexual, and emotional abuse. Accordingly, the Church has adopted the guidelines in this policy.

As part of our commitment to children and young people, the Church has appointed Geoff Budgell to be Children's Co-ordinator (telephone: 0161 483 4489).

Summary of Children's and Youth Activities

Church Activities for under 18's in this policy means organised activities in which the child's parent or guardian is not present; where a parent or guardian is present they have responsibility for their child. The main children's / youth based activities of the church in which children are entrusted to the care of the church are:

- The Sunday School, for children aged between 3-12 years of age, held between 12.15 and 1.00 pm each Sunday.
- Bible study groups for teenagers, also held between 12.15 and 1.00 pm each Sunday

This list does not exclude the arranging of further activities as long as they are carried out according to the guidelines in this policy.

Guidelines for Church Activities

Staffing & Training

- a. Children unaccompanied by a parent or guardian will be supervised with the following maximum child-adult ratios:

8 children to 1 adult for under eights; 10 children to 1 adult for over eights

- b. Where possible, there should be two workers in a room for activities with children of 10 and under.
- c. Where possible, any worker should avoid being alone with a child, although there will be cases where this is necessary. E.g. taking a small child to the toilet.
- d. If children are invited to the home of a church worker this must be with the permission of a parent/guardian and following the guidelines above.

Safety

- a. Children of 10 and under attending an organised Church Activity will be registered by name on arrival in a Register Book.
- b. Children of 10 and under attending an organised Church Activity will have their names and addresses and an emergency contact number recorded at first attendance. Permission to attend will be given in writing by a parent or guardian. An exception can be made for children staying with friends or family.
- c. There will be a first aid box available for emergency use during organised Church Activities.
- d. In the event of an accident during an organised Church Activity, if there is a trained first-aider available they will be called and will make the decision as to whether first-aid is required, whether the child should be returned home or taken immediately to hospital. In event of an emergency the child's parent / guardian must be contacted as soon as practically possible. If no first-aider is available, the leader of the activity will make the decision.
- e. An incidents log will be maintained in which the details of any accidents or incidents which did affect or could have affected the safety and wellbeing of the children attending the Church Activity are recorded by a trained first-aider or activity leader, as appropriate. A telephone should be available on-site during organised Church Activity in case of such incidents.
- f. All Church Activities will take place in venues with proper fire safety facilities and procedures in place. In event of a fire those procedures should be followed.
- g. All Church Activities undertaken must be covered by a suitable insurance policy.

Transportation of under 16s by church workers to organised Church Activities.

- a. No car driver is to travel alone on pick-ups / drop-offs. If possible a pick-up / drop-off team should include members of both sexes.
- b. Cars should be comprehensively insured and only driven by drivers for whom that comprehensive cover applies.
- c. All cars used must have rear seatbelts and children should all be seat-belted. Children who refuse to respect this rule will no longer be collected; their parents will be informed of the reason.
- d. Children must respect basic safety rules such as being seat-belted, not sticking heads and arms out of windows, etc. Persistent misbehaviour or disobedience should be reported to the activity leader, logged in the incidents log, and may lead to children no longer be collected; their parents

- will be informed of the reason.
- e. No child may be transported without written permission from a parent/guardian. If a child shows interest in attending their name & address should be taken and their home visited to obtain written permission. An exception can be made for visitors of children who normally attend.
 - f. Children aged 10 and under should be picked up from and returned to home or an agreed (with parents) pick-up/drop-off point.

Responsible People and Appointment of Workers

Children's workers are those who have an immediate responsibility for the children in our care during organised Church Activities. Helpers are those who assist the children's workers in the organisation and carrying out of Church Activities.

Appointment of workers to be involved in organised Church Activities

- a. Children's workers should be members of Grace Baptist Church.
- b. Helpers with the children's work must be members of Grace Baptist Church or must work under the direct supervision of members of the church.
- c. Those involved with the children's work should undergo training which must include, as a minimum, familiarisation with these guidelines.
- d. All children's workers or church workers likely to have significant contact with children must undergo a CRB check.

Discipline

Guidelines for discipline during organised Church Activities

- a. Be firm and consistent with the children, without losing your temper. Try to head off trouble by separating troublesome children, sitting next to them and encouraging good behaviour.
- b. Do not use physical chastisement; physical restraint for safety reasons may occasionally become necessary. If physical restraint is necessary, it should be logged in the incidents log and the parent/guardian informed.
- c. If difficulties arise with discipline, make sure another worker is present.
- d. Persistent misbehaviour should be reported to the leader of the activity to ensure that a consistent approach is taken with the child in question. Ultimately, it may become necessary to speak to parents and bar children from attendance temporarily or permanently.

Child Protection Issues

What to do if you suspect that Abuse may have occurred

If you have any suspicions that an instance of abuse may have occurred you must report your concerns to the Children's Co-ordinator. In the absence of the Co-ordinator the matter should be brought to the attention of Pastor Stephen Rees. They may be required by conditions of the Church Insurance Policy to immediately inform the Insurance Company if allegations of neglect or abuse are referred to the statutory authorities.

If the suspicions in any way involve the Co-ordinator then the report should be made to Pastor Stephen Rees.

Do not discuss any allegations or suspicions with anyone other than as outlined above.