

# HHYC Child Protection Policy

**Essential Telephone Numbers 2719 7930**

**General Manager: 2719 79 35**

**STC Manager: 2719 7931**

**Designated Child Protection Officer: CURRENT CHAIRMAN OF STC**

## **HHYC Trip Child Protection Policy:**

- The Child's welfare is paramount.
- A parent is required on all trips with children in the team.
- There will be no more than a ratio of ten children to one parent.
- Female children must have a female parent accompanying the team unless written consent is given from a parent of each female child on the trip.
- All children whatever their age, culture, disability, gender, language, racial origin, religious belief and/or sexual identity, have the right to protection from abuse.
- All suspicions and allegations of inappropriate behaviour will be taken seriously and responded to swiftly and appropriately.
- Anyone under the age of 18 years should be considered as a child for the purposes of this document.

## **Information for all Coaches and Instructors working with students under 18yrs of age.**

### **Good Practice Guide**

- Do not spend excessive amounts of time alone with children away from others
- Do not take children alone in a car on journeys, however short
- Do not take children to the room you are staying in.
- Where any of these are unavoidable, ensure they only occur with the full knowledge and consent of someone in charge in the organisation or the child's parents
- Design training programmes that are within the ability of the individual child.

### **You should never:**

- Engage in rough, physical or sexually provocative games, including horseplay
- Allow or engage in inappropriate touching of any form
- Allow children to use inappropriate language unchallenged
- Make sexually suggestive comments to a child, even in fun
- Let allegations a child makes go unchallenged or unrecorded; always act
- Do things of a personal nature that children can do for themselves.

However, it may be sometimes necessary to do things of a personal nature for children, particularly if they are very young or disabled. These tasks should only be carried out with the full understanding and consent of parents. In an emergency situation, which requires this type of help, parents should be fully informed. In such situations, it is important to ensure that all staff is sensitive to the child and undertake personal care tasks with the utmost discretion. Where possible another adult should be present or notified.

**Reporting procedure**

A CHILD tells you about something that has happened to them, either at the Club/TC or outside

***Always:***

- Stay calm - ensure the child is safe and feels safe
- show and tell the child that you are taking what s/he says seriously
- reassure the child and stress that s/he is not to blame
- be honest, explain you will have to tell someone else to help stop the alleged abuse
- make a note of what the child has said as soon as possible after the event
- maintain confidentiality - only tell others if it will help protect the child

***Never:***

- Rush into actions that may be inappropriate
- make promises you cannot keep (such as you won't tell anyone)
- ask inappropriate questions, which may jeopardise any impending police investigation
- take sole responsibility - consult someone else (the person in charge or someone you can trust) so you can begin to protect the child and gain support for yourself.

Report any incidents to the designated Child Protection Officer