



## **CHILD & VULNERABLE ADULTS PROTECTION POLICY**

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Children's Festival (Bridgnorth) Limited is committed to providing a variety of activities for children, young people and their families in an environment which is safe for all.

This policy statement applies to children under the age of 18 years and any person over 18 years who may be defined as being a vulnerable adult.

### **Children's Festival (Bridgnorth) Limited principles and beliefs:**

- Everyone regardless of age, physical or other circumstances has equal rights to protection from abuse and exploitation
- Abuse (including bullying, harassment and victimisation) and exploitation is never acceptable
- We have a commitment to protecting children, young people and vulnerable adults with whom and for whom we work or are involved
- Any service providers, suppliers or others with whom we work should share our principles and beliefs and should meet minimum standards of protection for children, young people and vulnerable adults in their activities.

### **Children's Festival (Bridgnorth) Limited commits to the following:**

- All Directors of the Charitable Company and Members of the Organising Team will have Enhanced Disclosure certificates.
- There will be at least one co-ordinator/member of staff present in each area supervised by the Festival who possesses an Enhanced Disclosure certificate.
- All organisations providing activities/facilities at the Festival will be required to show evidence to the satisfaction of the Organising Team that they have addressed Protection issues and they they are aware of Good Practice in relation to working with children, young people and vulnerable adults.
- Providing an environment in which children and families feel secure
- The provision of suitable staff at a Control Point in whom children and families feel confident to approach if they are in difficulties. A notice will be displayed in the Control Team identifying the name of the Appointed Person to whom any issues should be raised. These details will also be displayed on the Festival website

- Appropriately qualified First Aid personnel will be available at the Festival Control Point with an area of privacy
- Communicating to parents, carers or guardians that at all times their children remain their responsibility. It is Festival policy not to provide opportunities for parents, carers or guardians to entrust their children to a series of child-care opportunities. Publicity will state that responsibility for the safety of children remains with the parents, carers and guardians
- Taking all practical steps to ensure that there are no situations where children are alone with an adult who is not their parent, carer or guardian
- Being vigilant in cases of suspected child abuse, recognising the signs and symptoms, having clear procedures whereby staff report such cases to the Appointed Person
- Keeping up to date with legislation and undertaking appropriate protection training to ensure that their skills and expertise are up to date
- Contribute to an inter-agency approach by developing and maintaining effective and supportive liaison with other agencies. The Organising Team contribute and consult with relevant agencies including the Police;
- Investigating fully any incident, involving relevant agencies as required. Should the incident involve a Company Director or Member of the Organising Team an independent investigator will be appointed to adjudicate
- Maintaining relevant information regarding Child & Vulnerable Adult Protection incidents or concerns in a confidential file
- Providing the opportunity for parents, carers or guardians to request that any photographs including children for whom they have a responsibility not to be used in publicity material

### **Policy Review Procedure**

This policy will be reviewed by the Organising Team on an annual basis or as and when new legislation is introduced.