

SUFFOLK CRAFT SOCIETY

SAFEGUARDING POLICY

The Suffolk Craft Society works with children and adults in schools and community settings.

Suffolk Craft Society is committed to the safety and well-being of all children and vulnerable adults with whom we work. This Policy Statement sets out Good Practice Guidelines for all Suffolk Craft Society staff, including freelance artists and workshop leaders working with our organisation.

Definitions

- SCC uses the word “child” to refer to anyone under the age of 18, as defined by the Children Act 2004.
- In this context, “vulnerable adult” refers to those adults who, for reasons of physical or mental difficulties, are or may be unable to care for themselves adequately.
- “SCC staff” applies to any freelance artist, musician or workshop leader working on an SCC project, however long or short.

Principles

- On all SCC projects in educational and community settings, children and adults have the right to be safe from harm or abuse.
- We respect the rights and dignity of every child and adult with whom we work.
- All children and adults will be treated with equal respect, regardless of age, gender, ethnic origin, cultural background, disability, sexual orientation or religion.
- All SCC staff working with children and vulnerable adults have a responsibility to prevent the physical, sexual and emotional abuse of such persons, and to take seriously and act upon any allegations or suspicions of abuse or neglect.

Processes

- SCC staff and volunteers working with children or vulnerable adults will be checked through the Criminal Records Bureau where appropriate. Such cases will include long-term projects, where SCC staff are spending a number of days with children; our staff are not involved in projects where they might be expected to supervise children without a teacher present; or projects on which they might be alone with a child or children. We promote family workshops, where a family member or carer will have direct responsibility for the child.

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- SCC will liaise with venues to ensure that proper risk assessments have been carried out for activities involving children and vulnerable adults, or undertake to carry out risk assessments itself where appropriate.
- Any suspicions or allegations of abuse or neglect should be reported to the SCC Project co-ordinator who will pass the information onto the appropriate officer. SCC staff will be made aware of the Child Protection policy and procedure in each educational setting they work in.
- The feelings and concerns of any child or vulnerable adult, their parent/carer will be listened to and acted upon.
- SCC will seek consent from parents or carers before using any images of children or vulnerable adults in press or publicity material.
- SCC staff expects the presence of a class teacher or TA whilst working on projects within schools throughout the duration of the projects.