



WORKING TOGETHER TO BUILD A BETTER COMMUNITY

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Event Child and Vulnerable Persons Protection and Safeguarding Policy

Policy Definitions

For the purposes of this document the following policy definitions shall apply:

The term "WSF" shall mean Wood Street First.

The word "Event" shall include all events activities and projects carried out by WSF.

The term "Child" shall mean a young person under the age of 16.

The term "Vulnerable Person" shall mean an individual who is at risk of abuse or harm due to life circumstances e.g. under age, homeless, mentally ill or retarded, frail or elderly.

The term "Volunteer" shall be a person who freely offers to take part in working with WSF.

The term "Management Committee Member" shall mean a Volunteer who has been elected to the WSF Management Committee.

The term "Child Protection Steward" shall mean a Steward whose main responsibility is for managing child and vulnerable persons issues at all WSF Events. This Steward will hold a DBS clearance.

Policy Conditions

WSF acknowledges the duty of care to safeguard Children and Vulnerable Persons and is always committed to ensuring best safeguarding practice. This Policy will be put in place for the protection of all Children and Vulnerable Persons at Events organised by WSF.

This Policy recognises that the welfare and interests of Children and Vulnerable Persons are paramount in all circumstances regardless of age, ability or disability, gender reassignment, race, religion or belief, sex or sexual orientation, socio-economic background.

In order to safeguard Children and Vulnerable Persons WSF will:

- Promote and prioritise the safety and wellbeing of Children and Vulnerable Persons.
- Ensure that all Volunteers understand their roles and responsibilities in respect of safeguarding and providing appropriate action in the event of an incident or occurrence.
- Ensure a Designated Child Safety Steward is available who will take special care to ensure all Children and Vulnerable Persons are being always cared for and supervised by the parents/guardian/carers.
- Ensure any concerns being raised by the Designated Child Safety Steward are actioned and reported upon in accordance with this Policy.
- Ensure that Volunteers will receive briefings and supervision from the Management Committee to ensure that Volunteers are aware of these procedures.



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Children or vulnerable persons who become separated from their parent/guardian/carers must, at all times, be temporarily supervised by a minimum of two volunteers. In order to protect both the Child/Vulnerable Person and volunteers the following action shall be taken.

All efforts shall be made to reunite the Child/Vulnerable Person with their respective Carer. Should this not be possible depending on the circumstances then all efforts shall be made to safeguard the Child. A written record shall be made and retained to account for all actions taken.

All Children/Vulnerable Persons attending events organised by WSF must be accompanied by a parent, guardian or carer at all times. Signs will be displayed at all WSF Events reminding parents, guardians or carers to supervise their children/vulnerable persons.

To protect and assist Children, Vulnerable Persons and anyone requiring assistance at WSF events a clearly designated Help Point will be open at all times.

A detailed risk assessment and Health & Safety check will be carried out to ensure the safety of children and all other visitors to the Events.

All WSF Events will be fully covered with Public Liability Insurance where deemed necessary.

At least one competent DBS checked Child Safety Steward will attend all Events to oversee the safety of all Children and Vulnerable Persons at the Event.

WSF will ensure that all Volunteers are fully briefed on this Policy and agree to abide by its contents.

Our Child Protection and Safeguarding Policy is a statement that makes it clear what WSF will do to keep Children and Vulnerable Persons safe. WSF are committed to reviewing this policy and our good practise annually.

Committee Officers

Signed 
Chair: Mr Graham Hodgkiss

Signed 
Assistant Chair: Mr Martin Kearney

Signed 
Secretary Mrs Linda Brooks

Signed 
Treasurer: Mr Adrian Stannard

Date: 19th March 2019