



# **BRITISH NATURISM**

## **CHILD SAFEGUARDING POLICY**

## Revision Record for British Naturism Policy

<b>Date</b>	<b>Version No.</b>	<b>Reason</b>	<b>Who</b>
16/04/2011	02	Update on Ratio numbers, general review	Angela Russell
02/08/2014	03	Overview update of full policy	Angela Russell
1/01/2015	04	Update ref LADO Guideline	Angela Russell
10/05/2017	05	General review	Safeguarding Team
17/05/2018	06	Update	Safeguarding Team

The Executive Committee (EC) of British Naturism Limited is proud to show its commitment to child safeguarding by adopting this policy and the action plan that accompanies it.

Naturists are people of any age, shape, race, colour or background who do what everyone else does, but without clothes. This policy, written with the assistance of the NSPCC, Local Safeguarding Board and LADO Services will prove to outside organisations that British Naturism takes the responsibility of safeguarding children within the naturist environment extremely seriously. It gives guidance and procedures for staff, volunteers and members who will help to keep children within British Naturism safe while enjoying the experience that is naturism.

Our children are the future of British Naturism and therefore I commend this policy to all Clubs and organisers of events in the knowledge that it will help to keep their activities and events safe for all children to enjoy, thus ensuring the future of Naturism.

The definition of a child is any individual under the age of 18 years.

Safeguarding Team

**British Naturism**

## **British Naturism Child Safeguarding Policy Statement**

British Naturism (BN) believes that it is always unacceptable for a child to experience abuse of any kind and recognises its responsibility to safeguard the welfare of all children by a commitment to practices which protect them.

*With regard to the Children's Act 2004 British Naturism recognises that as an organisation we deliver a service for children and that we have a role to play in working towards the five outcomes for children, namely, being healthy, staying safe, enjoying and achieving, education and awareness.*

This policy applies to all events and activities of BN where children are present, and to all persons involved in such activities, whether as an employee, volunteer, officer or otherwise.

### **British Naturism recognises that:**

The welfare of the child is paramount

All children regardless of age, disability, gender, racial heritage, religious belief, sexual orientation, transgender or identity have the right to equal protection from all types of harm and abuse

The unique nature of the organisation makes BN especially vulnerable to infiltration by people with a sexual interest in children and BN realises that potential abusers may deliberately target children through its events and activities

Working in partnership with children, their parents, carers and other agencies is essential in promoting children's welfare.

**It is NOT the role of British Naturism staff, members and volunteers to decide if a child has been abused or not. The role of British Naturism staff, members and volunteers is to ensure that all child safeguarding concerns are identified, recorded, dealt with promptly and referred to the statutory agencies as appropriate.**

### **The purpose of this child safeguarding policy is to:**

Provide protection for the children who attend BN events and activities

Provide members, staff and volunteers with guidance on procedures they should adopt if they suspect a child may be being harmed or at risk of harm

Provide members with procedures that if adopted in their dealings with under-18s may offer some protection against allegations

### **British Naturism will endeavour to safeguard children by:**

- Valuing them, informing them, listening to and respecting them
- Adopting child safeguarding procedures and a code of conduct for staff and Volunteers
- Safely recruiting staff, volunteers and persons in positions of responsibility for children by ensuring all necessary checks are made (Refer to Volunteer Policy)
- Sharing information about child safeguarding and good practice with children, parents, staff and volunteers
- Sharing information about concerns with agencies who need to know and involving children and parents as appropriate
- Providing effective management for staff and volunteers through supervision, support and training
- Ensuring activities are suitable for the age/development of children in our care

### **IMPLEMENTATION**

The Executive Committee appoints Child Safeguarding Officers (CSOs) to be responsible for all aspects of child safeguarding awareness including the implementation of this policy. They are likely to include the President, Families Officer, Sports Co-ordinator, one Regional Representative and General Secretary. Other individuals to be invited as appropriate.

The CSOs are responsible for:

- ensuring that this policy is implemented in all activities of BN
- receiving and recording information from staff, volunteers, children or parents and carers who have child safeguarding concerns
- assessing the information promptly and carefully, and clarifying or obtaining more information about the matter as appropriate
- ensuring that all necessary enquiries, procedures and investigations relating to child safeguarding are carried out
- where appropriate making referral to the police and/or Local Authority Designated Officer (LADO) without delay
- reporting concerns or information to the Chairman or Management Committee, as appropriate, with the results of screening enquiries
- limiting the communication of information and access to secure records to persons who need to know, and ensuring that records relating to child safeguarding are kept secure and confidential
- advising the EC on measures to ensure implementation of this policy by its members,
- liaison on child safeguarding with police and/or Local Authority Designated Officer (LADO)
- reporting to the EC on implementation of this policy
- ensuring that there is adequate induction and training for all relevant persons relating to child safeguarding

### **Recruitment and Vetting**

BN aims to ensure so far as possible that any person who seeks, whether as an employee or a volunteer, to engage in activities which give them access to or responsibility for children presents no risk or danger in terms of child safeguarding.

Volunteers within British Naturism will be recruited and selected as per the Volunteers Recruitment policy.

BN will identify roles and responsibilities across the organisation where a vetting process must take place before a person can take up a relevant role. Files kept by the General Secretary and are classed as confidential.

All individual members must inform BN about any incidents involving harm or potential harm, to a child. This duty must not prevent a member from immediately reporting serious incidents immediately to the Police. It will be appropriate for a member to report incidents to any British Naturism local or event Safeguarding Officer.

A member of BN MUST inform the General Secretary - [general.secretary@bn.org.uk](mailto:general.secretary@bn.org.uk) if they are investigated, cautioned, reprimanded or convicted for any of the following offences: causing physical harm to another (including common assault), an offence relating to child pornography, a sexual offence, an offence relating to supply of a controlled drug; a dangerous or drink driving offence, an offence against a child.

### **Code of Conduct for staff, volunteers, members and guests**

#### **They must:**

- Know and understand BN's policy for Safeguarding Children
- Report any child safeguarding concerns using procedures within this policy
- Plan activities that involve more than one other person being present, or at least within sight and hearing of others
- Follow the recommended adult to children ratios for meetings and activities
- Respect the rights, dignity and worth of every child in BN
- Treat every child equally according to their needs and not discriminate on the grounds of age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, religious or political belief, sexual preference, transgender, class or social background
- Not condone or allow to go unchallenged, any form of discrimination
- Display high standards of behaviour; set an example for others to follow
- Avoid unacceptable situations within a relationship of trust, e.g. a sexual relationship with a young person who is over the age of consent
- Have separate sleeping accommodation for children, adults and Young Leaders working with a younger section
- Allow children to talk about any concerns they may have
- Encourage others to challenge attitudes or behaviours they do not like
- Avoid being drawn into inappropriate attention-seeking behaviour

- Make everyone (children, parents and carers, other helpers) aware of our safeguarding arrangements
- Remember this code at sensitive moments, e.g. when helping someone who has been bullied, bereaved or abused.
- Treat the well-being and safety of children as paramount
- Develop an appropriate working relationship with children within BN based on mutual trust and respect
- Ensure that BN activities are appropriate for the age, maturity, experience and ability of the individual child
- Ensure that physical contact with children is appropriate and necessary and is carried out within the recommended guideline
- Remember someone else might misinterpret your actions, even if you mean well

**You must never:**

- Trivialise abuse
- Form a relationship with a young person that is an abuse of trust
- Allow abusive activities, e.g. initiation ceremonies or bullying
- Take part in inappropriate behaviour or contact, whether physical, verbal or sexual
- Take part in physical contact games with children
- Make suggestive remarks or threats to a young person, even in fun
- Use inappropriate language when writing, phoning, emailing or using the internet
- Let allegations, suspicions, or concerns about abuse go unreported
- Rely just on your good name to protect you
- Smoke, drink or use banned substances while working actively with children
- Engage in any sexual contact with a child. BN adopts the Home Office guidelines, that persons in positions of trust do not have sexual relationships with 16-17 year olds in their care
- Never plan to spend time alone with a child unless you are the child's parent or guardian. When circumstances arise and a member is alone with a child for a meeting or discussion it should take place as openly as possible
- Take children to your home or transport them in your car where they will be alone with you
- Contact a child on a social networking website or allow them access to your personal pages
- Engage in physical contact other than in emergencies or appropriate teaching situation e.g. archery
- Share a room with a child of whom you are neither parent nor guardian
- Take part in or tolerate any behaviour that frightens, embarrasses or demoralises a child or affects their self-esteem
- Allow allegations made by a child to go unrecorded or ignored
- Do things of a personal nature for the child that they can do for themselves

All of the above are examples of inappropriate behaviour and will result in BN investigating.

### **Good practice**

Prior to the commencement of any activity or programme a CSO shall ensure, through relevant and appropriate risk assessment that adequate child safeguarding procedures are in place, taking into account all aspects of safeguarding.

A CSO shall ensure a site audit is undertaken to ascertain the layout of the premises or site, where an activity is to take place, and the helpers and supervision required to achieve adequate safety for children. The audit shall identify problems in the supervision of helpers, and problems in communication on extensive sites. It may be necessary to audit a site again if, in the opinion of a CSO, there have been significant changes since it was last used.

As a basic principle, no individual should work with fewer than three children on their own and must never plan to be alone with a child.

Physical contact with a child may be required to instruct or protect the child, but all persons must be aware that not all children are comfortable with physical contact. The reason for the contact must always be explained to the child before contact is made. Contact should be for no other purpose than to develop a skill or technique, to prevent harm or to treat an injury. A child must NEVER be touched inappropriately. If the child appears in any way uncomfortable, the contact must be immediately ended.

Keep written records any time that a child in your care is injured detailing the circumstances and treatment provided and the parent or guardian contacted. Minor injuries are to be recorded in an on-site event book with a single entry per page.

For more serious accidents involving hospitalisation, dental treatment etc. BN should be informed via the General Secretary as well as the organisers.

Near misses incidents should also be recorded to the organisers or General Secretary.

### **Training**

All persons who have a position of responsibility for children must attend a Safeguarding Course every three years. This may be provided by Local Authority Provider, ASA or Safeguard Board. Copies of Certification must be provided to the BN office.

### **REPORTING OF INCIDENTS**

Those involved in BN activities have a duty to ensure that any incident, allegation or suspicion relating to child safeguarding is reported as provided below.

Disclosure of evidence for concern may occur in many ways. It may be by what a child says about itself or another child or children. It may be through a written item, or through observation of activity or behaviour that gives cause for concern.

It may be through changes in behaviour or attitude. There may be physical or emotional pointers such as bruising, staining, or inappropriate behaviour or knowledge.

**IT IS VITAL THAT ALL INCIDENTS AND OBSERVATIONS, HOWEVER INSIGNIFICANT THEY MAY SEEM, ARE REPORTED AS SOON AS POSSIBLE BY THOSE WHO OBSERVE THEM.**

The person reporting will make a verbal report to a CSO, and will also make a written report outlining in adequate detail what was heard, seen, reported, alleged etc. Verbatim quotations of what was said by a child are important, as is the retention of anything that caused concern, such as a drawing, painting, or writing. The person reporting will sign and date the report. A CSO will record the report with comments, recommendations etc. as appropriate.

If more than one person observed the same incident a separate report is to be made by each person as detailed above.

AS A BASIC PRINCIPLE THERE CANNOT BE TOO MUCH DETAIL IN THE REPORTS. HOWEVER, THERE MUST NOT BE A DELAY IN TAKING ACTION.

Many reports will be minor in nature. It is nevertheless important to treat them with due seriousness, as there may already exist potentially relevant information concerning a child.

A CSO receiving a report will, immediately verbally inform the General Secretary or President and forward any reports or written information to [general.secretary@bn.org.uk](mailto:general.secretary@bn.org.uk) and [president@bn.org.uk](mailto:president@bn.org.uk)

The General Secretary and/or President will forward any concerns as follows:

- a) Employees, contractors, Directors and Volunteers to LADO based in Northampton.
- b) Members – Local police force related to that member.

The General Secretary will keep records in such a way as will enable appropriate cross-referencing of reports. The object is that any persistent pattern is identified as soon as possible.

If it appears that a child has been harmed or is at risk of imminent harm the CSO is authorised to inform the police and/or Local Authority Designated Officer (LADO) in order to secure immediate action and protection of the child.

### **Review of Policy**

This policy will be reviewed annually by the Executive Committee and republished every three years