



Safeguarding Policy

Cam Valley Arts Trail Group organize and hold events and workshops for members of the public within the local community. The Group is committed to ensuring safe environments for all especially children and young people who take part in our activities and we believe it is always unacceptable for anyone to experience any kind of abuse.

We recognise our responsibility to safeguard the welfare of all individuals including members. Members will be kept informed of our safeguarding policy. We will ensure that measures required for the protection of children and adults at risk are in place.

Workshops in Schools

When working with children and young people in a school we will follow the school's safeguarding policy and adhere to their best practice guidelines.

Guidelines

Members will seek to safeguard all individuals taking part in our events and workshops by:

- never being alone with a child.
- behaving in a mature, respectful, fair, safe and considered manner.
- never using inappropriate language which is of a racial, discriminatory, abusive or sexual nature.
- never touching individuals in a manner which is or may be considered threatening, sexual, gratuitous or intimidating.
- never using a phone or camera or other digital device to take pictures of children unless parents/guardians have given written consent. All photos are forwarded to a committee member for safe storage and then deleted from members' personal devices.
- only using photos, where children can be identified, for publicity purposes with the written consent of parents/guardians.
- never giving or asking for personal information.
- treating everyone equally.

Monitoring & Record Keeping

The policy will be reviewed annually and amended in line with changes in legislation. Members will be notified of any changes.

Appropriate action will be taken in the event of incidents/concerns of abuse.

We will ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored in accordance with the Privacy Policy.

Reporting Concerns

Any concerns that an individual has not been treated appropriately should be reported, in writing, to the committee c/o the secretary. This will be reviewed by the committee and appropriate action will be taken.

Cam Valley Arts Trail Group

March 2018

Agreed and approved with amendments AGM 15 March 2018