



Newday 2011 Child Protection Policy

All servers

A server is anyone who has been asked to, or who has applied to, take a role in the running of *Newday*, other than as a delegate. This will include speakers and guests.

Servers will need to complete the following steps:

- Read the Child Protection Policy and sign the Declaration on the printed copy of their server paperwork email.
- Obtain their elder's signature as confirmation of their suitability to serve on the printed copy of their server paperwork email.
- Send the completed printed copy of the server paperwork email to the *Newday* Serving Administration Team.

Hard copies of this documentation will be kept at the *Newday* office in London. The *Newday* Serving Administration Team will be notified of receipt of these.

Servers with direct contact with children/young people

These servers are: members of the **Event Management Team**, all **Team Leaders**, **Zone Hosts** and those serving with ***Newday* Assist Central**, **Night and Zone Teams**, and the **Kids' Work, 12-14s, Referral, Detached, Ministry and Just Looking Teams**. They will need to complete the following steps:

- Read the Child Protection Policy and sign the Declaration on the printed copy of their server paperwork email.
- Go through a child protection procedure and obtain an Enhanced CRB Disclosure dated on or after 1 August 2008 through their local church.
- Obtain their elder's signature as confirmation that the above has taken place and of their suitability to serve on the printed copy of their server paperwork email.
- Send the completed printed copy of the server paperwork email to the *Newday* Serving Administration Team.

Hard copies of this documentation will be kept at the *Newday* office in London. In all cases the *Newday* Serving Administration Team will be notified of receipt of these.

If servers have not been through a child protection procedure with valid police check, they must do this through their local church.

To ensure this Policy is carried out there will be an audit prior to, during and following the event.

Responsible Adults coming to Newday

A Responsible Adult is a person nominated by the local church to take responsibility for six under-18s from their church group. Responsible Adults oversee their young people during the *Newday* outreach. In order to participate in *Newday* ministry times, they must join the *Newday* Ministry Team.

It is strongly recommended that each Responsible Adult will have been through a child protection procedure and a police check. This is the responsibility of their local church.

Contractors and non-Newday delegates or servers on site

Any of the above categories of people will be asked to read and sign a *Newday* Visitor Behaviour Code. Copies of this document will be held by the *Newday* office. If the contractor/guest's *Newday* supervisor becomes aware of any inappropriate behaviour towards children and young people at *Newday*, he will contact the *Newday* Child Protection Coordinator.

Guidelines for those working with children and young people

The leadership of Newfrontiers is committed to:

- nurturing, safeguarding and protecting all at *Newday*, especially children and young people.
- supporting, resourcing and training those who work with children and young people.
- providing supervision so that no-one works alone.
- ensuring that all who work with children, and those in whom they put their trust, know how to handle a situation where a child or young person may be at risk through abuse or neglect.
- issuing guidelines to be followed for preventing and reporting allegations of physical, emotional or sexual abuse.

All workers and leaders of children and young people should follow these guidelines:

Do not be alone with a child or young person: be sure you can be seen.

When counselling, where privacy and confidentiality are important, ensure another adult knows the interview is taking place and with whom. If possible, another adult should be in the vicinity and the young person should know they are there.

Treat all children and young people with respect and dignity befitting their age: watch language, tone of voice and where you put your body. When praying, be careful about physical contact.

Do not:

- invade privacy when showering or toileting;
- initiate rough, physical or sexually provocative games;
- make suggestive comments about or to a young person;
- touch in an intrusive or inappropriate way;
- scapegoat, ridicule or reject a child or young person.

Make sure you know and follow first-aid and fire procedures - only authorised, qualified first-aiders can treat children and young people.

If any abuse (emotional, physical, sexual or neglect) is suspected - or if allegations are made - do not jump to conclusions or start to investigate but consult your Team Leader without delay, as in the reporting guidelines. The *Newday* Child Protection Coordinator, or his deputy, along with the Referral Team, is responsible for ensuring a fast and safe response.

Please talk with your Team Leader if you have any concerns or need help or advice.

Guidelines for those working with children and young people

Action to take with children/young people who report/make allegations of abuse

1. If abuse is suspected, disclosed or discovered:

- DO NOT delay.
- DO NOT act alone.
- DO NOT start to investigate.
- DO NOT contact alleged abusers.
- DO NOT talk to parents or guardians.
- DO NOT discuss with friends.

- DO report the matter to your Team Leader; they are aware of the procedure to follow at *Newday*.
- DO write down what the child has said in their words. You may be asked for this report.

2. How to react to a child who wants to talk about abuse

It is important that you react in a way which will be helpful and supportive to the child. It is not easy to give precise guidance, but the following may be of help:

- DO NOT agree to keep the information secret.
- DO NOT say or suggest that you are shocked.
- DO NOT say or suggest that you don't believe the child.
- DO NOT ask questions.
- DO NOT make false promises.

- DO explain to the child at the outset that you may have to tell someone else if you think it necessary.
- DO remain calm and supportive.
- DO show acceptance of what the child says.
- DO reassure the child that they were right to tell you.
- DO tell the child what you are going to do next.

3. Abuse covers:

Physical Injury Any injury to a child or young person caused by a family member or other person with responsibility for their care.

Neglect A failure to meet a child's or young person's need for food, warmth, protection and care.

Emotional Abuse The persistent, severe emotional ill-treatment or rejection that severely effects the emotional and behavioural development of the child or young person.

Sexual Abuse Involves forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative or non-penetrative acts. They may include non-contact activities, such as involving children in looking at, or in the production of, pornographic material or watching sexual activities or encouraging them to behave in sexually inappropriate ways. A child or young person involved in sexually abusing another child or young person should be treated as a victim of abuse.



Guidelines for those working with children and young people

Procedure following reports/allegations of abuse

Allegations will normally have been made via appropriate Team Leaders through the Referral Team to the *Newday* Child Protection Coordinator (or his deputy if he is unavailable), as outlined in the guidelines for reporting allegations of abuse. Allegations from any other source should be made through the Referral Team to the *Newday* Child Protection Coordinator (or his deputy if he is unavailable). In the event of reports or allegations, the *Newday* Child Protection Coordinator acts as advocate for children and young people at *Newday*. He can be contacted via the Conference Office.

The *Newday* Child Protection Coordinator, or his deputy in his absence, will take immediate action following a verbal report, consulting as necessary with the Team Leader and worker/s concerned.

The *Newday* Child Protection Coordinator will record all allegations and subsequent steps in writing and will retain this information confidentially for as long as necessary.

It would normally be appropriate for an elder (if available) of any church concerned to be consulted about an allegation but a decision to refer for further advice (or to take any action judged necessary) lies with the *Newday* Child Protection Coordinator, in conjunction with his deputy and the Referral Team, as far as the *Newday* main event week is concerned.

Further advice will be sought (normally within one day of an allegation being made but without undue delay) unless there is a clear misunderstanding which can be resolved without investigation. The first contact will normally be CCPAS (telephone 0845 120 4550). The duty Social Services Officer or the police Child Protection Coordination Officer will be consulted at an early stage wherever appropriate.