



CHILDREN AND VULNERABLE ADULTS POLICY

Introduction

Organisations outside the regulated childcare sector are encouraged to comply with the requirements of the Protection of Children Act 1999. Whilst Simply The Best Training is not subject to the requirements of the Act, it owes a general duty both at common law and in certain circumstances under statute to take reasonable care of persons coming on to its premises or under the control or supervision of its staff or instructors. The adoption and implementation of a Children and Vulnerable Adults Policy facilitates the management of the risk associated with this duty. It also aims to inform staff and instructors how to safeguard children and vulnerable adults whilst at the same time protecting themselves and the training company.

The Children Act 1989 defines a 'child' as a person under the age of 18. The Management of Health and Safety Regulations 1999 regard a 'child' as a person who is not over the minimum school leaving age and a 'young person' as a person who has not attained the age of 18. For the purpose of this policy and related documents, a 'child' is under 16 and a 'young person' is over 16 but under 18. Both children and young people are included in this policy and related documents.

A vulnerable adult is defined (under the Protection of Vulnerable Adults Regulations 2002) as a person aged 18 or over who has one or more of the following conditions (a) a learning or physical disability; or (b) a physical or mental illness, chronic or otherwise, including an addiction to alcohol or drugs; or (c) a reduction in physical or mental capacity.

Simply The Best Training's Children and Vulnerable Adults Policy comprises:

- A Policy Statement

- A Code of Practice

Implementation

It is impossible to ensure that a child, young person or vulnerable adult would never come to any harm. However, staff and instructors who implement this policy and follow the guidelines should be confident that all reasonable precautions to prevent harm had been taken while being prepared to deal with an incident should it occur.

Policy Statement

Simply The Best Training aims to adopt the highest possible standards and take all reasonable steps in relation to the safety and welfare of the children and vulnerable adults. The company occasionally encounters children, young people and vulnerable adults through its teaching and fun activities and training courses. This policy does not seek to discourage such activities or training courses. Instead, this policy seeks to support these activities and to offer assurances to staff, instructors and visitors that through its implementation, Simply The Best Training seeks to protect children and vulnerable adults and to keep them safe from harm when in contact with instructors and staff.

Code of Practice

The following code of practice applies to all Simply The Best staff and instructors in relation to children, young people or vulnerable adults:

- Avoid unnecessary physical contact.
- It is not good practice to take a child, young person or vulnerable adult alone in a car on journeys, however short.

- Do not take a child or vulnerable adult to the toilet unless another adult is present or only if another adult is aware (this may include a parent, supervisor or group leader).
- If you find you are in a situation where you are alone with a child, young person or vulnerable adult, make sure that others can clearly observe you.
- Avoid personal relationships with a child, young person or vulnerable adult.
- Do not make suggestive or inappropriate remarks to or about a child, young person or vulnerable adult, even in fun, as this could be misinterpreted.
- If a child, young person or vulnerable adult accuses a member of staff or instructor you should report this immediately to the training manager or company director
- If you are the recipient of any complaint or accusation from a child, young person or vulnerable adult, it is important to listen without making or implying any judgement as to the truth of the complaint or accusation.
- If a child or vulnerable adult makes a complaint, or if there are other reasons for suspecting abuse, you should not attempt to investigate this yourself, but should report to the training manager or company director.
- Participate in any training available to you to support you in your work with children, young people and vulnerable adults.
- Remember that those who abuse children, young people and vulnerable adults can be of any age (even other children and vulnerable adults), gender, ethnic background or class, and it is important not to allow personal preconceptions about people to prevent appropriate action taking place.
- Good practice includes valuing and respecting children, young people and vulnerable adults as individuals, and the adult modelling of appropriate conduct - which would exclude bullying, aggressive behaviour, racism, sectarianism or sexism.
- Dissemination of the children and vulnerable adults protection policy and code of practice to all staff and instructors.