

PB GUITAR TUITION

CHILD PROTECTION POLICY & PROCEDURES

PB Guitar Tuition is committed to practice which promotes the welfare of children and protects them from harm. We wish to ensure all children can participate in an enjoyable and safe environment, where they can have fun and feel valued.

Staff and volunteers within this organisation accept and recognise our responsibilities to develop awareness of the issues which will cause harm, and to establish and maintain a safe environment for children.

PB Guitar Tuition is committed to reviewing its policy, procedures, and practice at regular intervals (at least every three years).

We will endeavour to safeguard children by;

- following carefully the procedures laid down for recruitment of staff and volunteers.
- providing effective management for staff and volunteers, through supervision, support and training.
- reporting concerns to statutory agencies that need to know, and involving parents / guardians and children appropriately.
- sharing information about child protection and good practice with children, parents, staff and volunteers.
- adopting child protection guidelines through a code of behaviour for volunteers.
- Ensuring safety procedures are adhered to.

DEFINITIONS OF ABUSE

Abuse can take a variety of shapes and forms, which can be characterised as follows;

Neglect - persistent or severe neglect of a child resulting in serious impairment of the child's health or development e.g. food, hygiene, clothing, supervision, or medical care

Physical - inflicting or knowingly not preventing the physical injury of a child in their custody / care

Sexual - forcing or enticing a child to take part in sexual activities, whether or not the child is aware of what is happening.

Emotional - severe emotional ill treatment, rejection, resulting in developmental issues

Indicators of a child suffering harm or abuse may include;

- Sudden, unexplained or worrying changes in behaviour; eg becoming withdrawn, displaying sudden outbursts of temper or displaying inappropriate sexual awareness for their age
- physical signs or symptoms that may be indicative of abuse; eg unexplained injuries for which the explanation given seems inconsistent, or physical appearance such as weight loss for no apparent reason, or a dirty unkempt appearance.

| PHYSICAL INDICATORS | BEHAVIOURAL INDICATORS |
|--|---|
| <ul style="list-style-type: none">▪ Unexplained bruising in soft tissue areas▪ Repeated injuries▪ Black eyes▪ Injuries to the mouth▪ Torn or bloodstained clothing▪ Burns or scalds▪ Bites▪ Fractures▪ Marks from implements▪ Inconsistent stories/excuses relating to injuries | <ul style="list-style-type: none">▪ Unexplained changes in behaviour - becoming withdrawn or aggressive▪ Difficulty in making friends▪ Distrustful of adults or excessive attachment to adults▪ Sudden drop in performance▪ Changes in attendance pattern▪ Inappropriate sexual awareness, behaviour or language▪ Reluctance to remove clothing |

DISCLOSURE OF ABUSE

A disclosure is when a child tells a member of staff or volunteer that they have been or are being harmed / abused in some way. This can be physical, sexual or emotional abuse, or neglect or bullying.

If a child makes a disclosure it is important to;

- stay calm
- reassure the child they have done the right thing in telling
- Listen carefully to the young person, do not rush them or ask leading questions
- do not promise to keep secrets, as the information must be passed on
- record in writing as soon as possible, and as accurately as possible

All concerns and disclosures should be recorded and passed to the designated officer immediately.

The designated officer will then review the situation and decide if a referral needs to be made to an outside agency

DESIGNATED OFFICER; Peter Blake
Contact Tel. No 07751 338331

CODE OF BEHAVIOUR

- Children should be treated with dignity, sensitivity, and respect.
- Seek to encourage / praise when appropriate.
- Staff must be sensitive to the risks involved in interacting with children in a one to one setting.
- While physical contact may be necessary to instruct a child how to hold / play an instrument, it should be appropriate to the lessons and only take place when acceptable to all concerned.
- There may be occasions when a distressed pupil needs comfort / reassurance. While physical contact can be a valid way of comforting, staff must be aware of the limits of such contact and the possibility of it being misinterpreted.
- Staff should never physically punish or be verbally abusive to a child. Nor should they tell inappropriate jokes etc in the presence of children.
- A personal mobile phone should not be used during teaching.
- A code of dress should be observed.

