

Morgan Sports Car Club Thames Valley Centre Child Protection Policy & Procedures

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1. Policy Statement on Child Protection

- The child's welfare is paramount.
- All children whatever their age, culture, disability, gender, language, racial origin, religious belief and/or sexual identity, have the right to protection from abuse.
- All suspicions and allegations of inappropriate behaviour will be taken seriously and responded to swiftly and appropriately.
- As defined in the Children Act 1989, anyone under the age of 18 years should be considered as a child for the purposes of this document.

2. Code of Practice and Procedures for Child Protection

The guidance given in the procedures is based on the following principles:

- The welfare of young people (the Children Act 1989 defines a young person as under 18 years of age) and disabled adults is the primary concern.
- It is the responsibility of the child protection experts to determine whether or not abuse has taken place but it is everyone's responsibility to report any concerns.
- If child abuse is suspected, alleged or reported to you at a TVC event, involve another adult you can trust in further actions.

3. What to do if abuse is suspected or alleged to have occurred.

- Ensure the safety of the child - if the child needs immediate medical treatment, arrange for this as a matter of priority and inform medical staff that it is a child protection issue. To avoid the possibility compromising your own situation, you should not be alone with the child, for example if you have to take the child to hospital.
- Discuss your concerns as soon as possible with the event organiser and/or Centre Secretary and/or the MSCC Child Protection Officer, whose contact details are given in the 'MSCC Officers' section of Miscellany. Expert advice can also be provided by the NSPCC Helpline on 0808 800 5000 or Childline on 0800 1111
- Make a jointly signed and dated record, including the following information, for use by any authorities who subsequently investigate the matter.
 - Your names
 - The child's details (name, date of birth, address, parents' details)
 - Date and time of any incident
 - What the child said

- Action taken including details of any agencies contacted
- Any other information that you consider may be relevant to subsequent investigations

4. Other Advice

Always:

- Stay calm and ensure the child is safe and feels safe.
- Show and tell the child that you are taking what he or she says seriously.
- Listen to the child but do not ask leading questions.
- Reassure the child and stress that he or she is not to blame.
- Explain that you will have to tell someone else to help stop the alleged abuse.
- For your own protection, share your concerns with another adult who you trust, but maintain confidentiality
- Make a note of any injuries and what the child has said as soon as possible after the event.
- Inform/consult other parties as advised in section 3 above so you can begin to protect the child and gain support for yourself.

Never:

- Rush into actions that may aggravate the situation.
- Make promises you may not be able to keep.
- Ask leading questions of the child or others as these may jeopardise the efficacy of any subsequent investigation.
- Take sole responsibility for resolving the situation.

5. Photographs and Films

The photographing or filming of any child can only be done with the express consent of their parents/guardians. Any publication of photographs should not give any personal details of the subject without seeking prior permission from the child's parents/guardians.