

CLUBS FOR YOUNG PEOPLE (SCOTLAND)



It is the policy of Clubs for Young People (Scotland) to promote mental, physical and spiritual welfare of young people in a safe environment.

For further information contact:

CULBS FOR YOUNG PEOPLE (SCOTLAND)

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CODE OF BEHAVIOUR AND GOOD PRACTICE

YOU SHOULD

- Treat everyone with respect.
- Provide an example you wish others to follow.
- Plan activities which involve more than one person being present, or at least which are within sight or hearing of others.
- Respect a young person's right to personal privacy.
- Have appropriate sleeping accommodation for Leaders and young people.
- Provide access for young people to talk to others about any concerns they may have.
- Encourage young people and adults to feel comfortable and caring enough to point out attitudes of behaviour they do not like.
- Avoid physical horseplay such as wrestling, or tickling.
- Remember that someone else might misinterpret your actions, no matter how well intentioned.
- Recognise that caution is required even in sensitive moments of counselling, such as dealing with bullying, bereavement or abuse.
- Ensure that the ratio of Qualified/Experienced Leaders to Members is appropriate to the activity.

YOU SHOULD NOT

- Permit abusive youth peer activities (e.g. initiation ceremonies, ridiculing, bullying).
- Have any inappropriate physical or verbal contact with others
- Jump to conclusions about others without checking facts.
- Allow yourself to be drawn into inappropriate attention seeking behaviour such as tantrums or crushes.
- Exaggerate or trivialise child abuse.
- Show favouritism to any individual.
- Make suggestive remarks or gestures
- Rely on just your good name to protect you.
- Believe "it could never happen to me"

Your MANAGEMENT COMMITTEE should be aware of the three criteria on which new procedures are based

- The need to protect children and young people in our care.
- The need to protect leaders (e.g. from undue temptation or from false allegations)
- The need to protect the Organisation as an institution, especially from litigation.

Whilst the first of these criteria will always be paramount, the other two principles should be taken with the utmost seriousness.

A comprehensive training programme has been in operation since 1998 under the auspices of the Chief Adviser which has permitted not only volunteers working with young persons but also those on Management Committees to become familiar with all requirements.

WHAT HAPPENS IF..?

IF YOU SUSPECT A CHILD IS BEING ABUSED, EMOTIONALLY, PHYSICALLY OR SEXUALLY:

1. TELL YOUR CLUB LEADER OR MEMBER OF THE MANAGEMENT COMMITTEE.
2. RECORD ANY **FACTS** WHICH SUPPORT YOUR SUSPICIONS.
3. AGREE WITH OTHER ADULTS INVOLVED WHAT ACTION, IF ANY, BE TAKEN

IF CHILD DISCLOSES TO YOU ABUSE BY SOMEONE ELSE:

1. ALLOW THE CHILD TO SPEAK WITHOUT INTERRUPTION, ACCEPTATION WHAT IS SAID, BUT **DO NOT** INVESTIGATE
2. ALLEVIATE FEELINGS OF GUILT AND ISOLATION WHILE PASSING NO JUDGEMENT.
3. ADVISE YOU WILL TRY TO OFFER SUPPORT, BUT WHAT YOU SAY **MUST** PASS THE INFORMATION ON
4. SAME STEPS AS 1-3 AS IN SUSPECTING A CHILD IS BEING ABUSED.

IF YOU RECEIVE AN ALLEGATION ABOUT AN ADULT OR ABOUT YOURSELF:

1. IMMEDIATELY TELL THE LEADER IN CHARGE
2. RECORD THE **FACTS** AS YOU KNOW THEM
3. TRY TO ENSURE **NO-ONE** IS PLACED IN A POSITION WHICH COULD CAUSE FURTHER COMPROMISE. YOU **MUST** REFER; YOU **MUST NOT** INVESTIGATE.

PROCEDURES FOLLOWING ALLEGATION OF CHILD ABUSE:

1. ALL ADULTS INVOLVED CLUBS FOR YOUNG PEOPLE SHOULD BE AWARE OF
 - a) THE ACCOCIATIONS POLICY (AS ABOVE)
 - b) THE CODE OF BEHAVIOUR AND GOOD PRACTICE
 - c) BE AWARE OF ANY LOCAL AUTHORITY POLICY
2. ALL ALLEGATIONS/SUSPICIONS SHOULD BE REFERRED IMMEDIATELY AND DIRECTLY TO THE LEADER IN CHARGE
 - NO INVESTIGATION OR QUESTIONING IS TO BE UNDERTAKEN
 - IF THE CLUB LEADER IS IMPLICATED, REFER DIRECT TO CLUBS FOR YOUNG PEOPLE
 - ALL ALLEGATIONS/SUSPICIONS ARE TO BE REFERRED, NO MATTER HOW INSIGNIFICANT THEY SEEM TO BE, OR WHEN THEY OCCUR.
 - RECORD NOTES/CONVERSATION/ADVICE FROM THE SOCIAL WORK DEPARTMENT
 - TAKE NO FURTHER ACTION UNLESS ADVISED TO DO SO BY THE SOCIAL WORK DEPARTMENT
 - IF IN ANY DOUBT AT ANY STAGE REFER TO THE SECRETARY OF THE ASSOCIATION