

Immanuel Presbyterian Church

Child Protection Policy Statement

1. Policy

The Kirk Session of Immanuel Presbyterian Church is committed to the principle that the welfare of the child must always be the paramount consideration in decisions taken about him or her.

It is the policy of Immanuel Presbyterian Church that those working with children and young people provide the highest possible quality care and safeguard their welfare by protecting them from physical, sexual and emotional harm.

Children and young people attend the organisations in Immanuel Presbyterian Church for enjoyment, social contact, and personal and spiritual development. They should not suffer from negligence or abuse wherever it occurs.

Adults selected to work within youth ministries should also be secure in the knowledge that they have the full support of the Kirk Session.

2. Leadership

Leaders, who will preferably be communicant members (or at least profess a personal faith in the Lord Jesus Christ), appointed to work with children and young people should enjoy providing best practice service, secure in the knowledge of clear guidelines, and that they have access to good support and advice.

The following procedures must be followed for the appointment of leaders/helpers who will be over 18 years of age:

i. All leaders will be required to complete an Application Form.

ii. Applicants will be required to provide 2 references by persons who are not relatives. (All confidential records, for example, applications and references will be stored safely by the Minister).

iii. The Kirk Session will appoint an interviewer to meet informally with the candidate. Interviewers will normally be the organisational leader and/or Minister/Elder.

iv. At the interview the Child Protection Guidelines will be provided and explained.

v. With effect from 1 January 2005, the General assembly has resolved that all new leaders will have to undergo a Pre-Employment Consultancy Service (PECS) check before working with children and young people. Access to PECS is through the Board of Social Witness Office in Church House.

vi. With effect from 1 January 2005, the General Assembly has resolved that all new leaders who will have substantial access to children and young people, or adults with a learning difficulty, will undergo a police record check.

Approval for the appointment of a leader to an organisation within Immanuel Presbyterian Church rests with the Kirk Session.

3. Reporting of Concerns

The leaders in each of the organisations will be fully conversant with the referral procedures where there is a concern about the welfare of a child, as outlined in the Child Protection Guidelines.

4. Code of Practice

Each organisation will be expected to comply with the Good Team Procedures outlined in the Child Protection Guidelines.

5. Parental Consent Forms

Organisation leaders must ensure that Parental Consent Forms are completed for each child attending organisations. One completed form for each child is sufficient whilst that child remains in an organisation unless there is a change of circumstances, e.g. a change of address, contact details, allergies, in which case a new Consent Form should be completed.

It is recommended that a new Consent Form is completed when a child moves from Primary School to Secondary/Grammar School.

One-off Consent Forms should be completed for any 'off the premises' activity and residential. Leaders in charge should store completed Consent Forms in a safe place.

6. Designated Person

The Kirk Session has appointed a Designated Person (Mr Billy Gourley) who will provide consultation, advice and support to organisations and to the Kirk Session on matters concerning the welfare of children and young people. The Kirk Session will keep organisations updated with any change to the Designated Person. Any matter brought to the attention of the Designated Person will be treated in strict confidence. Information will only be divulged where there is a legitimate need to know.

7. Health and Safety

The Kirk Session expects organisations to adhere to the guidance on safety matters outlined in the Child Protection Guidelines.

8. Transport

Organisations are expected to adhere to the guidance in the Child Protection Guidelines relating to the use of private cars and minibuses for transporting children to and from youth activities.

9. Residential

Guidance on residential is provided in the Child Protection Guidelines and must be followed on all residential trips organised under the auspices of Immanuel Presbyterian Church.

10. Implementation and Review

The Kirk Session is responsible for the implementation of this policy and will review it every three years with the leaders in charge of the organisations.

Signed:

(Minister)

(Clerk of Session)