



## **POLICY FOR CHILDREN'S AND YOUTH WORK**

Last updated: February 2018; Approved by PCC: March 2018.

The Church Council of St. Brandon's Church, Brancepeth hereby adopts the following policy for children's and youth work in the parish for the benefit and protection of children, young people, those working with them and the Church Council.

- To provide as safe and welcoming an environment as possible for children and young people who take part in the life of the Church
- To maintain a register of children / youth leaders authorised by the Church Council
- To maintain Confidential Declaration and Reference records of all leaders and occasional helpers with access to children and young people
- To ensure that all regular children / youth leaders satisfactorily complete a Disclosure and Barring Service check (arranged by the Diocese on a periodic basis)
- To follow the Church of England's Safer Recruitment guidelines in relation to all new volunteer appointments
- To acknowledge that being convicted, cautioned or bound over for a criminal offence does not automatically debar an individual from working with children or young people
- To ensure that leaders are inducted and receive appropriate training including in child advocacy
- To ensure that buildings are checked visually for health and safety before each use and have an annual health and safety check
- To ensure that First Aid equipment is available and maintain a procedure for what to do in the event of an accident
- To ensure that there are designated people responsible for Fire Equipment and procedures and that an annual fire drill is undertaken
- To provide adequate insurance cover for leaders, participants and third parties
- To authorise children's and youth programmes and activities carried out on behalf of the Church Council on a regular basis and any hazardous activities, and to receive an annual report on Special Activities including Overnight Stays
- To ensure Annual Parent / Guardian Consent forms for all regular attendees are obtained and that Parent / Guardian Consent forms for Special Activities, Overnight Stays or Hazardous Activities are completed for all attendees

- To ensure that occasional attendees either have a parent / guardian in the same building or that information of the child's name, emergency contact details and any medical conditions are provided
- To ensure, taking into account that there should be a minimum of one leader and one other adult in each group and an appropriate gender balance, that the following age ratios are observed:

<b>Age</b>	<b>No. of Leaders</b>	<b>No. of Children</b>
0-2 year olds	1	3
2-3 year olds	1	4
3-5 year olds	1	8
5-8 year olds	1	8

Over 8 year olds 1 for the first 8, then 1 for each additional 12

- To review this policy and its implementation on an annual basis and to provide a report to the PCC and Parish APCM

'Safe and Secure' (the Durham Diocesan Handbook) is [available from the diocesan website](#).