



A Code of Practice

The Hub should provide an environment in which there are caring and safe relationships between adults and children. For such relationships to develop, informed common sense and sound professional practice must be evident.

The key principles are:

Treat everyone with respect.

Where it is important and appropriate for you to be alone with a child never have the door locked and, where possible, maintain a gap/barrier between you and a child.

Empower children to feel comfortable and confident to point out to you attitudes or behaviour they do not like. 'Hands on' educational instructions/support should only be used when verbal or self-modelling is inappropriate or it is necessary for health and safety reasons. Whenever necessary, where possible, it should be done within earshot, and preferably, within vision of others.

The use of physical restraint on a child should involve the absolute minimum force necessary and is only permissible when you are certain that a child is at imminent risk of endangering themselves, yourself, others or property. Where possible, summon a colleague to witness the situation and give you support. Any incident should be recorded. If another member of staff is seen to behave inappropriately with a child then you must not ignore it but share it with your line manager or a full time worker. If you strongly suspect that a child is becoming inappropriately attracted to you, you are strongly advised to share your concerns with a member of senior management or a full time worker.

In circumstances where your relationship with, or feelings towards, a child is at risk of being construed as unprofessional behaviour, you are urged to seek advice and support from your line manager or a full time worker. From time to time, personal circumstances may arise which adversely affect your professional relationships with a child (e.g. bereavement, health or relationship breakdown.) Should this be the case, you are encouraged to seek advice and support from a senior manager or a full time worker.

Staff Interaction with Children -

Keep yourself abreast of the Diocese Child Protection policies and procedures. Make time on staff meetings/planned activity time to discuss the topic of keeping children safe and minimising risk to staff. Make sure you understand the issues of boundaries and safety when working with children. Avoid physical horseplay with a child, or any other actions another adult might misinterpret, no matter how innocent or well intentioned your actions might be.

I have read and understood the code of practice as outlined above.

Signed print namedate