



## SCOTTISH YOUTH THEATRE: POLICY DOCUMENT

Name of policy	Child Protection
Date of last review	June 2016
Date of Board approval	June 2016
Effective from	July 2016
Date of next review	June 2018

### POLICY ON THE PROTECTION OF CHILDREN AND YOUNG PEOPLE

June 2016

Scottish Youth Theatre (SYT) is committed to the protection of children and regards the safeguarding and promoting of the interests and wellbeing of children as of paramount importance.

Children in this context are all those under the age of 18.

SYT consider it the duty of all those employed or involved with the organisation to ensure that all participants in workshops and other SYT activities are safeguarded from physical, sexual and emotional harm whilst taking part in SYT activities.

In order to achieve these safeguards, SYT requires that all Tutors, Workshop Assistants and other staff working with children and young people follow the Code of Good Practice set out below.

#### CODE OF GOOD PRACTICE

As an adult working with children and young people in SYT-

##### You should:

- ✓ Treat all children and young people with respect
- ✓ Provide a good example of acceptable behaviour
- ✓ Plan activities which involve more than one person being present, or ensure that other adults are within sight or hearing wherever possible
- ✓ Respect everyone's right to personal privacy
- ✓ Be available to listen to the concerns of young participants and to refer them to other sources of help where appropriate
- ✓ Try to ensure that your actions cannot be misunderstood or cause offence
- ✓ Encourage young participants to feel comfortable enough to point out attitudes and behaviour they do not like
- ✓ Show understanding when dealing with sensitive issues and recognise that caution is required when discussing such issues
- ✓ Be aware that even caring physical contact with a child or young person may be misinterpreted

##### You should **not**:

- ✗ Permit abusive behaviour e.g. bullying, taunting, racist behaviour
- ✗ Have inappropriate physical or verbal contact with children and young people
- ✗ Share your contact details with young people or connect with them on social media

- ✗ Jump to conclusions about others without checking facts
- ✗ Allow yourself to be drawn into inappropriate attention-seeking behaviour such as crushes or tantrums
- ✗ Show favouritism to any individual
- ✗ Exaggerate or trivialise any child abuse issues
- ✗ Make suggestive remarks or actions, even in jest
- ✗ Deliberately place yourself or others in a potentially compromising situation
- ✗ Believe "it could never happen to me"

### What to do

If you have any reason to suspect that a child or young person in an SYT class, event or activity is being abused:

- Inform **Jacky Hardacre, Chief Executive**, of your suspicions
- Using the SYT Incident Report Form, make a written record with relevant dates of all details of the facts known to you and give a copy to the Chief Executive

If a child or young person tells you about abuse by someone else:

- Stay calm, do not be shocked, try to act normally
- Allow the individual to speak freely, without interruption, but do not question them or attempt to investigate yourself
- Offer support and reassurance; assure them that you believe what they say. Explain that you cannot keep it a secret and that you will speak to the Chief Executive about it
- Report the matter as detailed above

If you receive an allegation of abuse about any other SYT worker, or about yourself:

- Immediately inform the Chief Executive and keep a written record of all the facts as you know them including relevant dates
- Try to ensure that no-one is placed in a position which could lead to further compromise or harm

In all cases you **MUST** refer the matter to the Chief Executive - do not try to deal with any possible cases of abuse yourself.

### What to do in an emergency:

If you are concerned about the immediate safety of a child, contact your local police office **immediately**. Do not delay, as this could result in serious harm to a child.

#### Useful guidance and information:

**SYT Tutors' Handbook:** Guidance on further SYT policies for working with children and young people can be found in the Tutors' Handbook

**Creating Safety:** Creative Scotland Guidelines for Child Protection, a useful resource for freelance practitioners as well as cultural organisations: [Creating Safety](#)