
SAFEGUARDING POLICY

Pulse Ministries Safeguarding Mission Statement:

Pulse Children's and Youth Ministries are fully committed to protect and safeguard the young people and adults in its care. It is the corporate responsibility of all staff, volunteers and persons in position of trust to prevent the neglect, physical, mental, spiritual or sexual abuse of God's people. Pulse Ministries always intends to create an environment in which children/young people are safe from harm and in which any suspicion of abuse is promptly and appropriately responded to.

Abuse can be prevented by means of good practice.

Good Practice

- All helpers and visitors must wear badges containing their names.
- All helpers and visitors must sign in and out at registration desk.
- All helpers should be DBS checked, have read this document and have read and signed the **Declaration for Volunteers** form.
- Having secure boundaries round the site, with site helpers/foyer helpers monitoring children/young people's safety at all times.
- If the event attendance will be over 100 people - please inform Pulse Ministries and a risk assessment will be drawn up.
- Familiarise yourself with the premises *i.e. fire exits, first aid point etc.*
- Always report incidences and concerns to the named person.
- Never deal with a situation on your own, call in somebody else.
- Don't be afraid to challenge unfamiliar and unidentified people on the premises - *Simply ask 'Can I help you?'*
- Make sure others can see you, if you are sitting alone with a child/young person.
- **'Be Safe, Be Seen'**

You should...

- Treat all young people with dignity and respect - watch your language, tone of voice and body language.
- Be sensitive to young people's privacy when visiting the toilet - if possible adults use separate toilets.
- Discourage attention seeking behaviour or rough play.
- Never invite young people to your home.
- Never publicise Church events without letting Team Pulse know.
- Never encourage the sharing of personal details e.g. phone numbers.
- Never give young people a lift home without prior consent and/or relationships built with parents/careers.

- Be prepared to act if you see another team member acting in a way that is inappropriate or that could be misconstrued. Speak to them directly if immediate or to Team Pulse if you have any concerns. If your concern is a member of Pulse Ministries request a **Form of Concern** from your Safeguarding named person/or event coordinator.

Physical Contact

- Physical contact is a natural part of most relationships especially with children/young people. Physical contact is only dangerous when it amounts to violence, abuse, and flirtatious behaviour or is linked to a lack of respect for the individual.
- Touch should be age appropriate and reflect the children/young persons need. *The child/young person, rather than you should generally initiate it.*
- Children/young people are entitled to determine the degree of physical contact with others except in an emergency.
- A hug in a group setting, or to comfort a child/young person in distress, is OK; use your common sense. What may be acceptable for a woman may not be appropriate for a man.
- Try not to be alone with a child/young person where others can't see you. If you are counselling a child/young person or having some other private conversation, ensure that another helper is in close vicinity.

Discipline

- We always encourage children/young people to behave appropriately and with care, and aim to surround all activities/events with positive instruction.
- Never smack children/young people, no matter what the provocation.
- Do not use any form of physical restraint, which could be interpreted as assault.
If you need help with a difficult situation refer to Team Pulse for advice.

Accidents

- If a child/young person has an accident hand them over to one of the fully trained first aid leaders - *who will be identified with a first aid badge* - **they will aid and fill out an accident form.** *The first aider may come back to the child's/young persons leader to discuss after care. That leader will be responsible to inform parents of accidents and log their response on the form.*
- If a child requires treatment with a Epi- Pen this may only be aided by a fully trained Epi-Pen First Aid leader

Praying with Children/Young People

- We do encourage you to pray with children/young people, however you must read and understand the '**Leading Children/Young People to Christ**' document.

Dealing with concerns or allegations of inappropriate behaviour

- Confidentiality should be preserved, however a child/young person should be told if you are made aware of a situation where they/someone is at risk of, or actually being hurt in some way - then an outside agency would have to be informed.

If a child/young person makes an allegation you must:

- Listen to them and take what they say seriously, even if to you, it sounds unlikely.
- Do not directly question them or pass judgment or express your feelings.

- Do not interrupt or deter a child/young person who wants to tell you something important.
- Remember that if a child/young person trusts you enough to share something like this, we must repay that trust.
- You must not inform the parents, or take further action yourself, under any circumstances.
- As soon as you can, inform either Team Pulse or the named safeguarding person.
- Do not tell anyone else about the incident.
- Ask Team Pulse/named safeguarding person for a log form to make a written note of the discussion - note the timing, the context, others present at the time and any other relevant facts. *Only record what was actually said, not your opinions.*
- Return form to Team Pulse or named safeguarding person.
- If your concern is a member of Pulse Ministries Team - request a **Form of Concern** from your named safeguarding person/or event coordinator.

Take Care of Yourself

When anyone has to deal with a safeguarding issue, there are feelings that need to be dealt with - hurt, confusion, anger, sadness, pity etc. Please at the first appropriate opportunity speak to Team Pulse, so that they can help you work through these emotions, and pray with you. **This must be the same day as the safeguarding issue took place.**

Thank you for taking the issue of safeguarding seriously. If you have any questions please contact us,

Team Pulse

Enlarging and Equipping God's Kingdom!