

LYTHAM ST. ANNES PHOTOGRAPHIC SOCIETY

**Affiliated through the Lancashire and Cheshire Photographic Union
to the Photographic Alliance of Great Britain**

Registered as a Charity (No.513963)

**Child and Vulnerable Adults Protection Policy
(Revised 2019)**

1. Overview

Lytham St Annes Photographic Society is fully committed to safeguarding the wellbeing of its Members and Visitors. Members should at all times observe this Policy and conduct themselves in accordance with the behaviour statement provided in Appendix 1.

The Club has a legal duty of care to ensure that the environment at the venues of any of its events is safe for all members and other persons present. All members have a responsibility in this context to report to a Council member any incident(s) and perceived danger(s). The Council in turn has responsibility for taking appropriate action to resolve any issues raised.

Throughout this policy it should be understood that "Child" also includes "Vulnerable Adult".

2. The Safeguarding Vulnerable Groups Act 2006

This legislation covers the protection of both children and vulnerable adults. For the purpose of the Act, a child is defined as a person under the age of 18. The legislation aims to protect these groups with respect to:

- Sexual abuse
- Emotional abuse
- Physical abuse
- Health and safety issues
- Protection of personal data

3. Attendance At Meetings

Members and visitors under 18 years of age must be accompanied at all meetings and other events by a parent or guardian, or an adult with the specific agreement of the parent/guardian, who will be responsible for their safety at all times. When joining the Society, the membership application form in respect to a child must be signed by their parent / guardian to signify acceptance of this policy. If the child is not to be accompanied at meetings by their parent / guardian, the designated responsible adult(s) taking their place should be named on the membership form.

4. Society Syllabus

The Council will be responsible for ensuring that no images with improper content are shown privately or openly at Society meetings or exhibitions. Images of children may not be shown on the Society's web-site or elsewhere without the consent of the parents or carers.

During the Season's Syllabus, portfolios of work covering a wide range of photographic styles and content are frequently shown at meetings. The range of content of these images are expected to be similar to those shown to the public in exhibition galleries. Whether or not images are inappropriate should be judged within this context.

5. Health and Safety

No child shall be put on the Coffee Rota, allowed to enter the kitchen area or be expected to have responsibility for any Society equipment.

6. Reporting Incidents or Allegations

Allegations concerning incidents set out in section (2) of this policy should be reported to the Child Protection Officer or any member of the Council. If the allegation is one of abuse, the Child Protection Officer shall liaise with the President in deciding what action should be taken.

This could be the sensitive interviewing of the individual, the calling of a full Council meeting or the reporting of the allegation to the Social Services Department and the Police. A copy of all written records, reports, notes and correspondence relating to any incident should be kept by the Child Protection Officer.

7. Personal Information

A database of members' contact details is maintained by the Society. Care is taken to protect this information, as set out in the separate Data Protection Policy. The contact details, including email address, of any child member will be integrated into this database, unless a request for its omission is received from the child's parent or guardian.

8. Policy Review

This policy will be reviewed regularly and also immediately after any reported incident

Appendix 1

Always

- Treat everyone with respect
- Provide an example you wish others to follow
- Ensure that another adult is present when you are in the company of young people
- Respect a person's right to privacy
- Encourage people to feel comfortable enough to point out attitudes and behaviour they do not like
- Remember someone might misinterpret your actions and your comments no matter how well intentioned
- Exercise caution in sensitive moments such as when dealing with bullying, bereavement, grief or abuse
- Be aware of the possible implications of physical contact with young people

Never

- Permit abusive activities (e.g. ridiculing, bullying)
- Jump to conclusions
- Allow yourself to be drawn into any inappropriate attention seeking behaviour by young people (e.g. tantrums, crushes)
- Exaggerate or trivialise child abuse issues
- Show favouritism to any individual
- Make suggestive remarks or gestures
- Rely upon your good name to protect you

Action

If you suspect or observe any inappropriate behaviour:

- Refer your concerns to the Child Protection Officer or any member of the Council
- Write down the facts, as you know them
- Provide support as appropriate