



GET TOGETHERS

Bringing people together through food

Safeguarding children and at risk adults

When hosting a Food for Life Get Together, event leaders must:

- prioritise safety.
- ensure risk assessments are completed and all parties are in agreement on Safeguarding Children Implementation Plan.
- ensure Health and Safety procedures are in place, adhered to, and that equipment is both checked regularly and removed from use if found at fault.
- ensure incident, accident forms, insurance, and arrangements for first aid procedures are in place.
- ensure incidents/suspected incidents are always recorded on Incident Reporting Form.
- ensure all children and joint age groups will be adequately supervised and engaged in suitable activities at all times – not to be left unsupervised.
- ensure there is an adequate child/staff ratio to deliver activities safely with designated DBS, Disclosure Scotland or Access NI, checked leaders in the room at all times.
- keep a check on all visitors and guests to the premises/room being used. Check they are there by invitation, not unsolicited, and supervised to ensure welfare of children at all times.
- not put children into situations where they or the child may be at risk of physical injury or personal danger.
- not spend time alone with a child. If an unavoidable situation does arise, contact time should be as brief as possible with staff member remaining in view at all times. Ensure other staff are informed of what is happening.
- not find themselves in sole charge of children in i.e. a school or community group. If this does happen, staff should raise their concerns with the school, organiser or group leader.

Drawing on the underpinning values of Safeguarding children, all partner organisations will adhere to the following DO'S AND DON'TS:

DO

- ensure written permissions from parents, carers and adults are in place and check this with teachers/group leaders before taking photographs or videos. Any images inadvertently taken of a child whose parent/carer has not given consent must be deleted at the earliest opportunity. It is often necessary for staff and group leaders to take photographs or video a workshop or activity. These may be for media, publicity or archive purposes or at the request of funding organisations who support the work.
- ensure that the group is informed it is forbidden to make personal contact with a child via a social networking site, text messaging or email.
- treat all children and young people equally and with respect and dignity, with their welfare a priority.
- aim to build balanced relationships based on mutual trust which empowers children to share in the decision making process, not forcing them to do something against their will, recognising their contribution and valuing their input.

- be excellent role models and not engage in rough, physical, or sexually provocative games, including “horseplay”.

DON'T

- take photos or video of a child with his/her own personal mobile phone. If staff are using a personal camera then all images taken must be submitted to the organisation and deleted from the staff member's camera.
- allow or engage in any form of inappropriate touching.
- allow children or older persons to use inappropriate language unchallenged.
- make sexually suggestive comments to a child, even in fun.
- allow allegations made by a child to go unchallenged, unrecorded or not acted upon. Children need to be believed and encouraged that some secrets should never be kept i.e. inappropriate touching etc.
- criticise but give constructive feedback and be supportive and encouraging.
- make inappropriate promises of confidentiality. Staff members have a duty of protection that requires the reporting of criminal/abusive behaviour to relevant authorities.

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