

 <p>The logo for Dollar Community Development Trust features the word 'DOLLAR' in a curved banner at the top. Below it is a stylized yellow house with a green roof, set against a background of green and blue wavy lines. To the right of the house, the words 'COMMUNITY DEVELOPMENT TRUST' are written in a stacked format.</p>	<h2>Child Protection Policy</h2>
<p>Company no: 563463 Charity no: SC047335</p>	

Dollar Community Development Trust is committed to creating a safe environment for children, young people and adults. We recognise our moral and legal obligations to protect children and will ensure that all members of the Trust will take all reasonable steps to promote safe practice and to protect children from harm, abuse and exploitation.

**Our policy is based on the following principles:**

- The welfare of children is always a primary concern
- All children have the right to be protected from abuse regardless of their age, culture, disability, gender, language, racial origin, socio-economic status, religious belief and sexual identity.
- Protecting children and young people is everyone's responsibility
- All children have a right to express their views on matters affecting them

**We will:**

- Treat everyone with respect
- Respect and promote the rights, wishes and feelings of children
- Provide time for children to talk to us and listen to what they say
- Encourage children to respect and care for others
- Keep a register of every child involved with any of our groups and include within it relevant medical details and a contact name and number which we will keep close to hand in case of emergencies
- Respect confidentiality and only share information/concerns with the people who need to know in order to protect the child

- Recruit, train and supervise those who work with children (paid and unpaid) following the principles and recommended practice of the Care Inspectorate’s “Safer recruitment, better recruitment” guidance.
- Take action to stop any inappropriate verbal or physical behaviour including bullying
- Take all concerns/allegations seriously and respond appropriately in line with Forth Valley’s Inter-agency Child Protection Procedures
- Encourage parents to become involved in the Trust and, when requested, provide them with copies of all guidelines and procedures
- All members of the Trust will take action if they have suspicions about a child’s physical, sexual or emotional well-being

All volunteers and staff are encouraged to share concerns with the Trust’s child protection lead. If the situation is clearly an urgent case, the child is too frightened to go home or there are very serious doubts about the child’s safety, contact will be made immediately with the Social Services or the Police.

If the concerns are more general about a child’s welfare, the staff member or volunteer will discuss these with the Trust’s child protection lead, who will then make a referral to an appropriate professional for assessment of the child’s needs. It is important that all volunteers and staff communicate concerns accurately. To this end, volunteers and staff will follow the **procedures** below:

1. Upon receipt of any concerning information from a child or suspicions of abuse towards the child, they will make an accurate and detailed written record of what they have seen, heard or know at the time event occurs;
2. Share their concerns with the child protection lead for the Trust and agree what action to take;
3. Avoid asking any more questions than are necessary to clarify whether there is a concern.
4. Always **refer** to statutory services to undertake in-depth **investigation** of any suspicions or allegations of abuse.

**If we have concerns we must act – it may be the final piece of a jigsaw that is needed to protect the child. We may also prevent further children from being hurt.**

## **Review**

This policy and procedures will be regularly reviewed and monitored:

- When there is a change in legislation or guidance on the protection of children or changes within Dollar Community Development Trust

- Following any issues or concerns raised about the protection of children in the Trust
- In all other circumstances, at least annually.

### Important contacts

Organisation	Day time	Night time/ weekends
<b>DCDT – Child Protection Lead</b>	07867 854488	07867 854488
<b>Social Services</b>	01259 225000	01786 470500
<b>Police (emergency):</b> If a child or young person is at immediate risk of harm	999	999
<b>Police (non-emergency):</b> If you are concerned about a child or young person who is not at immediate risk of harm	101	101

### Important references

“Protecting children and young people – guidance for the voluntary and independent sectors” – South Lanarkshire Child Protection Committee

“Safer recruitment, better recruitment” – the Care Inspectorate - <http://hub.careinspectorate.com/knowledge/safer-recruitment/>

Forth Valley Interagency Child Protection Guidance - [www.stirling.gov.uk/\\_documents/.../forth-valley-child-protection-guidance.pdf](http://www.stirling.gov.uk/_documents/.../forth-valley-child-protection-guidance.pdf)

**Child Protection Lead: Norman Dunning, 7 The Ness, phone 01259 743354 or 07867 854488 [noman.dunning@btineternet.com](mailto:noman.dunning@btineternet.com)**

