

9. Teachers concerned about the continuing well-being of a child in their class should record the facts and report them to the appropriate local authority. Teachers must report the facts and must not initiate any investigation. The confidentiality of all parties should be recognised and information handled on a need to know basis.
10. Any allegations regarding a teacher, musician or helper should be reported to the Youth Co-ordinator who should try to ensure that no-one is placed at further risk and, if circumstances demand, then refer the matter to the relevant local authority.

Insurance

The teacher should ensure that they are personally covered for personal indemnity and liability

Dealing with Suspicions

Should you have a case where you suspect a child, young person or vulnerable adult may have been harmed it is important to keep careful records of all the evidence, communication and actions. Refer it (confidentially) in the first instance to the:

- ◆ The local Social Work Department Emergency Service or Child Protection Unit
- or
- ◆ The local Police

The Youth Committee has drawn up this Code of Practice to meet the Government guidelines for organisations involved in the care of young people. It is intended to protect children and those in a position of trust who are running events for children. It was compiled following consultation with several youth organisations. The code is based on practical common sense measures which the majority of Branches involved in children's activities already follow. Branches requiring advice on the conduct of children's activities should consult the Youth Committee.

Revised - September 2001