



TRI-COUNTY AMATEUR RADIO CLUB

CHILD PROTECTION POLICY

Revised on 24th September 2021

SECTION 1

Child Protection Policy Statement

Tri-County Amateur Radio Club accepts that the welfare of children visiting the club location/site is paramount and all possible measures shall be put in place to ensure that this is a safe place for children to be. We recognize that our duty is to take such care as is in all the circumstances reasonable to ensure that they will be safe and enjoy their visit to the Tri-County Amateur Radio Club.

We are also aware that the standard of care expected in relation to children is higher than in relation to adults because all member/visitors must expect children to be less careful than adults.

The child's welfare refers to protection from accidents, alarm and abuse. To this end, guidelines as to good practice when dealing with children have been defined (see section 2) and risk assessments for on-site activities have been completed.

Appropriate procedures for dealing with situations and/or incidents have been defined and are available for members/visitors to consult. This includes telephone numbers for the appropriate agency (ies) to be contacted.

Members are aware of this policy and expected to abide by it.

No member/volunteer/visitor will have pre – arranged, unsupervised access to groups of children or individuals.

Children will not be allowed access to any part of Tri-County Amateur Radio Club premises/surrounding areas of the club unless accompanied by a parent or guardian.

Accompanying adults are expected to stay with their children/vulnerable adults at all times.

Procedures (see section 3) have been identified to deal with:

An emergency or unforeseen situation where unsupervised access occurs.

Any incident occurring that causes harm or distress to a child on the site.

Any breaches of the policy will be dealt with immediately and responded to appropriately in accordance with legislation and with regard to policies and procedures of the local authority.

SECTION 2**Good Practice Guidelines for Group Visits**

Ensure adequate and regularly up-dated risk assessments for all activities done with children on-site.

Ensure that all members/volunteers is informed when a group of children are due on site so adequate cover is available. This ensures that there is always the option of calling for an independent adult if necessary.

Inform all supervising adults (and/or children if required) of fire exits.

Supervising adults should be made aware of the requirements of them when they arrive, e.g. accompanying children to toilets, leading group work in public spaces, staying with the group at all times while on the premises.

Children should be given basic safety information as soon as they arrive, for example, no running, staying with an adult at all times, who the responsible adults are, etc.

Avoid being alone with a child. Never organise activities where this could be a possibility. Ensure there are always parents, school staff, colleagues or other responsible adults with the group/child. Avoid physical contact with a child.

Where an activity requires some sort of physical interaction – you may need to guide a child's hands etc. – always ensure another independent adult is with you.

In a case where a child is distressed, always ensure that the parent or the adult in loco parentis (normally the teacher) deals with the situation.

Never leave a child alone and unaccompanied in an activity – be aware of possible dangers from other members of the public.

Never allow a child to leave a group activity on their own e.g. visiting the toilet – always ensure they are accompanied by a supervising adult – either a parent or school staff.

Ensure First Aid arrangements are adequate. All members will be aware of the whereabouts of first aid boxes and equipment and the identity of First Aiders. All first aid equipment is suitable, well maintained and in its designated place.

Only administer first aid in emergency situations, and always ensure another adult is present.

Always enter accidents or the administering of first aid into the Accident Book.

Members should be aware that in law they are only entitled to use reasonable force in order to:

Remove a trespasser

To prevent accident or injury

In self defense

Where one of these situations arises (and they may) get the names of witnesses to the event and write an immediate account of the event.

Inform the police service immediately if anything serious of this nature occurs;

In the event of a minor incident – e.g. grabbing a child's hand and pulling them back from a potential accident – it may not be necessary to inform the police as long as a supervising adult is present and able to witness the incident. It is still advisable to write and keep an account of the incident with witness names in case of later come-back.

Reports should be kept in an Incident Book which will be held in the Office.

SECTION 3

Procedures (dealing with a lone child).

In the event of an emergency or unforeseen circumstances, it is possible that a member will find themselves alone with a child– possibly in a distressed state. For example, this may occur if a child has lost a parent or wandered away from a group, a child wandering unaccompanied into the club rooms from outside.

If this happens the following procedure should be followed.

If possible tell someone else where you are going, what you are doing and why.

Direct the child (verbally) and supervise them back to their group if nearby. Do not guide the child physically.

If the child is seriously distressed or hysterical you may have to make physical contact so make sure that you take the child directly to a place where there are other independent adults around – preferably their parents or from the school party for instance.

If you cannot identify to which group or family the child belongs and you need to find out information from a child – their name, phone number or address – always try to ensure that another known adult is present.

In the case of a child who comes into the premises alone looking for assistance, always ensure that you remain in public areas preferably with another independent adult.

SECTION 4

Procedures (in the event of an incident or disclosure).

If a child hurts themselves it should always be entered into the accident book, no-matter how minor it is.

Remember that it is the responsibility of the parent or person in loco parentis to decide what should happen to the child if they are hurt.

In a serious case where a parent or in loco parentis supervising adult cannot be found, phone the emergency services for medical advice. Inform the Social Services Childcare Team

If a child comes in to the club rooms from outside, alone and in distress, immediately contact Social Services Childcare Team to ask their advice before trying to deal with the situation. Do not allow them to leave the club rooms alone again. You have a moral obligation to care for them once they have approached you for help. Only ask for information about name, address and phone number in the presence of another adult.

In the event of a child making an accusation of abuse against someone (whether part of your organisation or not) the Social Services Childcare Team and/or the Police HAVE to be informed immediately

If an accusation against anyone is made – whether from a member of Tri-County Amateur Radio club, a member of the public or any other person – DO NOT START TRYING TO FIND OUT WHAT HAPPENED UNTIL YOU HAVE CONTACTED THE SOCIAL SERVICES CHILDCARE TEAM since asking the wrong questions could jeopardise the accuracy of the information, make the truth difficult to ascertain and ultimately lead to either a wrong conviction of an innocent person, or prevent the conviction of a guilty one.

You should note down any information volunteered by the child along with witness names, time, date, evidence of distress etc. in the Incident Book.

Do not interrupt, prompt or ask questions.

Do not promise to keep the information secret. You must be able to pass the information on to the authorities. You cannot protect a child if you do not pass on the information. So remember that if you promise a child something and break their trust this could affect their willingness to disclose abuse again and inhibit investigations.

In the event of any suspicion falling on a member or volunteer, inform the appropriate authorities and follow accepted guidelines.

SECTION 5 Contact Numbers

Child Protection Contact Numbers

Contact Information Address:
Lisburn Health Centre,
25 Linenhall Street,
Lisburn,
Co Down, BT28 1LU
028 9250 1276

Neighbourhood Policing Team -White Mountain

Constable Wilson	07786 917804
Constable Best	07971 933377
NPT Sergeant Marsh	07971 934311
NPT Sergeant Burke	07793 960541
NPT Sergeant Hart	07971 933231
NPT Inspector Gray	07787 423500
NPT Inspector McMullan	07825 084434

Medical Assistance

Billy Phair (Trained First Aider)
Location: On-site
Member of Tri-County Amateur Radio Club

Due to the enormous size of the site that the club premises are on, every member will be carrying 2 way radio's to decrease the response time in contacting First Aid, Parents or Guardians.



TRI-COUNTY AMATEUR RADIO SOCIETY

CHILD PROTECTION POLICY

All Tri-County Amateur Radio Club members are required to self-certify that you are not known to any Social Services Department as being an actual or potential risk to children, and that you have not been disqualified or prohibited from being in the presence of children or vulnerable adults.

Any breach of Tri-County Amateur Radio Club Child Protection policy will be dealt with immediately and responded to appropriately in accordance with legislation and with regard to the policies and procedures of the Social Service Department and the Police Service of Northern Ireland.

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