

The Parish Church of St. Mary, Barton-upon-Humber.

Young People's & Children's Work Constitution.



The St. Mary's children's and project exists under the authority of St. Mary's Barton-upon-Humber PCC as agreed on 23 April 2007.

In compliance with the wishes of the PCC, all adults working associated with this project shall, at all times, comply with the provision of the Children Act (or such other legislation as may succeed it) and the Diocesan guidelines on child protection, and operate in such a way as to foster best practice.

The project shall work with children and young people up to the age of 19, providing programmes of general abilities and Christian future which are appropriate to their ages and needs.

Volunteer Leaders.

All volunteer leaders will have approval from the PCC to operate in its name, such approval being dependent upon the satisfactory completion of checks as recommended by the Diocesan guidelines on child protection.

Each new volunteer leader will be appointed for an initial six months trial period, upon successful completion of which they will be appointed for twelve months, renewable annually subject to review.

All leaders in charge should have completed an appropriate initial training programme (such as Spectrum, or some other course as recommended or recognised by the appropriate diocesan officer); other volunteers exercising a leadership role who are without appropriate training should commence such within one year of starting as a volunteer.

Volunteers (including those in a non-leadership role.)

All volunteer should undertake such child protection training as recommended by the Diocese as soon as it is available. PCC is responsible for approval of all those who fulfil a volunteer role, including those without headship responsibilities (e.g. those who accompany trips/activities for the purposes of ensuring adequate levels of supervision).

The PCC expects all those working in its name with children and young people to follow current best practice so that a high quality of provision may be made.

Registration.

All youth projects are to be registered with the Diocesan Youth Service and the Local Authority Youth Service. All volunteer leaders approved by the PCC should be registered with the Diocesan Youth Service.

Management.

The PCC delegates day-to-day management of the project to a committee which is a sub-committee of this PCC and comprises the leaders representing the differing groups within the project and appointed PCC members. This committee will report to the PCC at least three times a year.

Programme planning will be done in consultation with this committee.

The PCC accepts responsibility for Public liability and Accident Insurance via the diocesan EIG scheme.

Support and Supervision of volunteer leaders.

Each volunteer leader shall receive regular supervision (at least three times per year) and an annual review, using the procedure as recommended by the Diocese in its guidelines on child protection. Arrangements for the delivery of this shall be the responsibility of the PCC.

Training needs should be identified and met in conjunction with the appropriate diocesan officer, and the cost of training, both that which is necessary to meet child protection and health and safety requirements and also other approved training (including travel) shall be met by the PCC.

Finance.

The PCC shall make appropriate financial support available. All monies and properties will have ownership vested in the PCC: monies or items donated for the purposes of the project are to be used for those purposes.

Health and Safety.

The PCC has responsibility under health and safety legislation for the safety of all its staff, paid or unpaid, who operate in its name, and an individual risk assessment will be carried out as part of the annual review. Each volunteer is also responsible for their own health and safety and should neither take any action which might endanger, nor knowingly fail to take any action to avoid

endangering, themselves, their co-workers, members of the group or any third party

Note for PCC members.

PCC will notice a distinction between 'volunteers' and 'volunteer leaders'. This is intentional.

'Volunteer leaders' as defined as those who actively pursue work with children/ young people and are prepared to undergo such training for that role as the PCC may require. Theirs is the task (in conjunction with the PCC sub-committee which forms the management group) of curriculum planning and the overall directing of the group in their care. They are required to take part in the review/supervision process.

Volunteers as defined as those who are willing to under CRB clearance and approval by the PCC to act as responsible persons who are available to assist the group in question. They are not expected to undergo training beyond Child protection, nor to exercise a particular leadership role, though their special skills may be called upon for (e.g.) drama, music or craft. They may accompany a group on an outing or activity to ensure proper levels of supervision. They are responsible to and under the ultimate authority of the lender of the group in question.

Reviewed and reapproved 22 Sept 2008