

# **St Mary's Church, Barton-upon-Humber.**

## **Best Practice Policy in Regard to**

### **Work with Children and Young People.**

- Application forms are completed.
- References are taken up and vetting procedures completed:
  - DBS checks completed and Clearance is given.
- Job descriptions are given for the relevant posts.
- Regular support and supervision is given.
- Training opportunities are offered and taken.
- Fire safety inspections are carried out yearly.
- Health and Safety issues are addressed by the PCC.
- Child Protection guidelines and procedures are followed, as set out by the Diocese of Lincoln.
- No worker/volunteer works alone with a child or group of children/young people.
- There is a complaints procedure in place and a named person responsible for overseeing any complaints.
- Parental consent forms are updated regularly, including:
  - Medical information
  - Special activity consent forms.
- The church has adequate insurance to cover both premises and off-site activities.
- Records are kept of all the children, young people and leaders that attend each session.
- A recognised accident/incident form/book is kept and used.
- Workers and those in connection with children/young people have up-to-date DBS disclosures.
- This Best Practice Policy is reviewed annually.
- Relevant Policies are updated annually by the PCC. Policies adopted:
  - Health and Safety.
  - Child Protection.
  - Vulnerable Adults.
  - Equal Opportunity.
  - Disability Access.
  - Supervision Policy.
  - Confidentiality and Data Protection Policy.
  - Best Practice Policy.
  - Behaviour Management Policy.
  
- St Mary's Church, Barton-upon-Humber, is fully inclusive.
- St Mary's Church, Barton-upon-Humber, welcomes children and young people regardless of age, creed, race, colour or ability.

This Policy was adopted by the PCC at a meeting held on November 28<sup>th</sup> 2016

Signed on behalf of St Mary's PCC

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Fthr David Rowett, Vicar.

Policy to be reviewed November 2017.