

## **YORK PHOTOGRAPHIC SOCIETY CHILD PROTECTION AND SAFEGUARDING POLICY**

1. York Photographic Society (YPS) exists to allow members to practice, discuss, and enjoy all aspects of photography, and adherence to this policy is a condition of all classes of membership of the Society.
2. YPS recognises a duty of care to children, young people and vulnerable adults (herein collectively referred to as 'vulnerable individuals'). The term 'minor' will be used to mean any YPS member, or visitor, under the age of 18. The term vulnerable adult refers to any person who is aged 18 years or over and at risk of abuse or neglect because of their needs for care and or support. Vulnerable adults may be at a higher risk of being abused, neglected, or exploited; perhaps unable to protect themselves or speak out about what is happening to them.
3. The purpose of this Child Protection and Safeguarding Policy is to create an environment in which vulnerable individuals and children are listened to, and kept safe and where everyone is encouraged and enabled to participate free from abuse or neglect, or the threat thereof.
4. Vulnerable individuals have a right to be protected from harm be that sexual, emotional and physical abuse, exploitation, bullying or other actions that may be considered harmful.
5. YPS is committed to safeguarding and promoting the welfare of vulnerable individuals to keep them safe and to act in a way that protects them. YPS expects all its members, visitors and guests to share this commitment and the responsibility to uphold, at all times, the reputation of YPS.
6. YPS gives equal priority to keeping all vulnerable individuals safe regardless of their age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation. We recognise that some people are additionally vulnerable because of the impact of discrimination, previous experiences, their level of dependency, communication needs or other issues.
7. The duty of care towards someone who is a vulnerable individual is greater than towards fellow adults. Members cannot assume that a vulnerable individual will fully understand the result of their own acts or the acts of others towards them.

8. It is important that every member understands their safeguarding responsibilities, maintaining an attitude of 'it could happen here'. To this end members are asked to confirm annually they have read the Child Protection and Safeguarding Policy, and the policy is presented as a standing item on the agenda at the Annual General Meeting. The YPS committee will annually review the policy prior to the AGM.
9. It is illegal to take, show, share, procure or distribute indecent photographs with a minor. YPS would exclude those under 18 years of age from any event, including outings, where images that may be considered suggestive or indecent are to be displayed or captured.
10. At YPS any committee member or member acting in a mentor role to a vulnerable individual is considered to be in a position of trust. It is illegal or for a person in a position of trust to engage in sexual activity with anyone under the age of 18 years.
11. YPS will annual appoint a committee member to acts as Nominated Officer for Child Protection and Safeguarding and two additional members of the committee to act as deputies. These will be identified on the YPS web site.
12. The YPS policies for the protection of personal data applies to all members whether over or under 18.
13. On joining the YPS the minor's parents or legal guardians will be given a copy of the YPS rules and Child Protection and Safeguarding Policy.
14. A minor joining YPS will provide written permission from the parent or legal guardian to become a member of the society (Appendix B). The permission will name their designated adult and the relationship to the minor. The parents or legal guardian would also agree to:
  - A. To pay the relevant membership subscription.
  - B. To make sure the minor understands and embraces club rules and policies, and in particular the supervision of the designated adult.
  - C. Take responsibility for the minor's journeys to and from club events
  - D. Ensure that the minor is accompanied by the designated adult at all YPS events.
  - E. Accept that access to an event will be denied if the designated adult is not present.
  - F. Make YPS aware of any individual or additional needs.

15. A member who is a minor will always be accompanied by parent, legal guardian, family member over 18 or a designated adult, the latter appointed by the parent or legal guardian. Where the designated adult is not a parent, immediate family over 18 years or the legal guardian YPS requires a basic Disclosure and Barring Service certificate for routine and regular supervision, but not occasional. The DBS shown to the YPS safeguarding lead.
16. A vulnerable individual should not be allowed to operate, assemble and disassemble YPS equipment.
17. It is the responsibility of the designated adult to ensure there is no unsupervised access to the internet for a minor at any YPS meetings or events.
18. At YPS studio sessions and outings, the taking of portrait photographs of vulnerable individuals is prohibited. A minor's photograph should only be taken with the express permission and under the direct supervision of the designated adult.
19. YPS will seek permission from the parent or legal guardian before publishing any images of minors online.
20. Mentoring a minor in photographic skills is a position of trust. It is permissible only with the explicit agreement of the designated adult and should only be undertaken under the supervision of the designated adult. Likewise offers to loan or demonstrate equipment should only be made in the presence of, and facilitated by, the designated adult.
21. To minimise malicious or mischievous allegations members should avoid:
  - A. Spending time alone with a minor on their own; the role of the designated adult exists to prevent this occurrence.
  - B. Being in the company of a minor in a private situation.
  - C. Accompanying a minor to the toilet; responsibility for this lies strictly with the designated adult.
  - D. Offering lifts or travelling in a car with an unaccompanied a minor; the designated adult should always be in the same vehicle.
  - E. Engaging in age inappropriate language or narrative in the company of a minor.

- F. Acting in a way that would likely to demean, cause embarrassment or the loss of dignity for a vulnerable individual.
- G. Having physical contact with a vulnerable individual; physical contact is only appropriate when preventing harm.
- H. Make appointments or arrangements with a minor; these should only be made with the designated adult.
- I. Exchanging phone numbers or other contact details with a minor; contact should only be via the designated adult.
- J. Engaging with a minor through any social media, including accepting or offering friend/following requests, and/or electronic messaging.
- K. Arranging to meet a minor outside YPS activities

22. Abuse may be very difficult to spot as often the person perpetrating abuse takes extensive steps to avoid detection and attempts to make all their actions look entirely innocent. Perpetrators of abuse are not always male.
23. Members should show vigilance if a fellow member shows an abnormal interest in a vulnerable individual or engages with a minor in a manner that breaches the expectations described in paragraphs 20 and 21. In this circumstance the member should ensure, if possible, that the person of concern is not left alone with the minor, and report the concern to the YPS safeguarding leads.
24. Any allegation or concern that a member has behaved in a way that has harmed, or may have harmed, a vulnerable individual will be taken seriously and dealt with sensitively and promptly, regardless of where the alleged incident took place.
25. Allegations will be recorded in. Once reported, action will be taken and will be dependant upon the type of abuse, sexual/emotional/physical, reported.
26. The response to any allegations will be prompt, proportionate, fair and consistent. Depending on the situation, appropriate responses may involve:
- A. The police investigating a possible criminal offence.
  - B. York Child Protection and Safeguarding services making enquiries and/or assessing whether a vulnerable individual is in need of support.
  - C. Ensuring the vulnerable individual who has been impacted by the abuse are provided appropriate support.

- D. Reviewing and managing any risks to safety and taking appropriate steps to keep all members safe.
- E. Suspension or termination of a YPS membership.
- F. Providing an individual, or the whole of YPS, with additional guidance as to appropriate behaviours.

Last Reviewed: January 2024

Next Review: March 2025

## **APPENDIX A CHILD PROTECTION LEGISLATION**

The Acts of Parliament mentioned below provide the legal framework in which child protection and safeguarding practice takes place.

**The Children Act 1989:**

The intention of this Act is to ensure that the welfare and developmental needs of children are met including their need to be protected from harm. Part V of the Act concerns the protection of Children. It states that in addition to social services only the Police and the NSPCC have the legal right and responsibility to investigate concerns about child abuse. To carry out investigations they have to have "reasonable cause to suspect that a child who lives, or is found to live in their area is suffering or is likely to suffer significant harm..." It has to be remembered that harm is very widely defined.

**The Protection of Children Act 1999:**

This act sets out the framework to enable employers to check on the suitability of employees seeking to work with children. Groups defined specifically as "childcare organisations" must apply the provisions of the Act, whilst other organisations working with children are encouraged to do so. The Act builds on the Police Act (1997) that set up the Criminal Records Bureau. A child care organisation is defined as an organisation 'which is concerned with the provision of accommodation, social services or health care services to children or the supervision of children'.

**The Human Rights Act 1998:**

This Act sets out the rights of children and families and reflects principles in international agreements. The Act gives the public the right to challenge what they perceive as an infringement of their human rights.

**Sexual Offences (Amendments) Act 2000:**

This Act introduced the concept of abuse of trust, whereby adults could commit an offence in engaging in sexual activity with someone younger than them if they are seen to be in a position of trust, even if the younger person is above the age of consent (eg teachers and pupils).

**The UN convention on the Rights of the Child:**

This includes a young people's charter, setting out how all children should have access to basic human rights. The convention on the rights of the Child outlines in 41 articles the human rights to be respected and protected for every child under the age of 18 years and requires that these rights are implemented in the light of the Convention's guiding principles.

## **APPENDIX B.**

### **YORK PHOTOGRAPHIC SOCIETY CHILD CONSENT FORM**

Consent to membership for a person under the age of 18.

York Photographic Society exists to allow members to practice, discuss, and enjoy all aspects of photography. We allow members or visitors under the age of 18 whilst accompanied by a designated adult. The adult must be present throughout the meeting.

The Society recognises that in its activities it has a responsibility towards any minor to prevent any form of abuse, specifically physical, sexual, or emotional, and to protect minors from any form of bullying.

Adherence to the policy is a condition of all classes of membership of the Society – member's attention is drawn to the policy on the Society web site, along with other Society policies and rules. In the case of minors their parent or guardian must countersign the form as acceptance of the policy.

As part of Society activities, general photographs of the Society membership or groups may be taken for record, archive, or publicity purposes, including use in the press and the internet. By countersigning the application form parents/guardians of minors signify acceptance of this.

It is accepted by the Society that photography being an art form will mean that images of all types, print or electronic (digital projection or internet), may be presented as part of the Society activities. These may not be of everyone's taste, and indeed may potentially offend. By countersigning the application form parents/guardians of minors signify acceptance of this.

Where the designated adult is unavailable, they may nominate another adult to take their place provided they provide a signed consent letter to the Committee naming the alternative adult. The President or a YPS designated safeguarding lead must be made aware of the change.

I accept the conditions laid out in the York Photographic Society Child Protection Policy and I agree to pay the subscriptions to cover myself and the named minor. I will support YPS in ensuring that my child will embrace YPS rules and policies, and in particular the supervision of the designated adult. I understand that responsibility for my child's journeys to and from YPS events

is mine. I will ensure that my child is accompanied by the designated adult at all YPS event and accept that access to an event will be denied if a designated adult is not present. I understand that where images are to be displayed that at inappropriate for a child, then my child will not be able to attend that meeting. I agree to make the designated safeguarding lead aware of individual or additional needs that my child might have.

Name of Parent/Carer.....

Signature of Parent/Carer.....

Parent/Carer phone number.....

Name of Designated adult.....

Relationship to minor.....

Designated adult phone number .....

Name of Minor.....

Last Revised: Tuesday 6th February 2024



## **APPENDIX C**

### **USEFUL CONTACTS**

York City Council Social Services 01904 551900

NSPCC Helpline 0800 800 5000

Childline 0800 1111