

# Safeguarding Children Policy

Community Version  
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This is essential information for anyone working with children in activities promoted by the Bahá'í community.  
A child is defined in law as anyone aged under 18 years.

**It is the policy of the National Spiritual Assembly of the Bahá'ís of the UK to nurture the potential of children, promote their welfare and safeguard them from harm**

## Code of Behaviour

**You are a role model at ALL times. Set a good example for others to follow.**

1. Treat everyone with dignity and respect.
2. Treat all children equally and avoid favouritism.
3. Plan activities with at least one other adult present (who has a criminal records check), or at least within sight and hearing of others. Avoid being alone with a child, including on social media.
4. Check for parental consent that you can communicate with children using social media (and plan for group rather than private messages).
5. Check for parental consent before taking photos or videos of children.
6. Help create an environment where children feel safe to voice their concerns, and where people can challenge inappropriate attitudes or behaviours.
7. Do not trivialise children's concerns or abuse or let it go unreported. Report all allegations, suspicions, and concerns immediately.
8. Remember that someone may misinterpret your actions and words. Avoid joining in physical contact games with children. Consider how your words could come across as inappropriate, suggestive, or threatening, whether verbal, written or online.
9. You cannot be under the influence of alcohol or illegal drugs when you have children in your care.
10. You have been placed in a position of trust – do not abuse this.

**Make everyone aware of our safeguarding arrangements and share our Code of Behaviour with children, parents and carers, staff and volunteers.**

## Keeping Children Safe

**If a child tells you they are being abused, you must:**

1. Allow them to speak without interruption and accept what they say.
2. Be understanding and reassuring.
3. Avoid giving your opinion and do not investigate further.
4. Tell them you will try to help but must pass the information on.
5. Tell them they've done the right thing to tell and that it's not their fault.

**If you have concerns for the welfare of a child, you must then:**

6. Tell your Safeguarding Lead immediately.
7. Write careful notes of what was said using the actual words.
8. Include the time and date and full names of those involved.
9. Visit the *Reporting* page on the safeguarding webpages and submit your notes.
10. Make sure the child is safe, either in the location or when they return home.

Photo by Artem Kniaz on Unsplash

- Safeguarding children is everyone's responsibility – report all concerns without delay.
- If a child is in immediate risk of harm, call **999** and ask for either the Police or an Ambulance. Inform your Safeguarding Lead as soon as you have done this.
- Visit our safeguarding children pages at [www.bahai.org.uk/safeguarding](http://www.bahai.org.uk/safeguarding)

