

## EYPUK Safeguarding Code of Practise

### Policy Statement

EYPUK seeks:

- To provide young people with the platform for them to engage in political discussion with their peers on a national and international level.
- To empower young people to have their voices heard in their communities and by local and national leaders, and to promote cultural awareness and inter-cultural dialogue.
- To provide the same opportunities for young people to meet and engage with others from different background and cultures from across and UK and Europe.
- To build a sense of community and citizenship amongst young people.
- To build cooperation and team building skills amongst young people.
- To encourage discussion and educate young people on European, local and national issues.

It does this through a programme of sessions regionally and nationally, and through our EurVoice outreach programme.

The purpose of this Policy Statement is:

- to protect children and young people who receive EYPUK's services from harm
- to provide staff and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to child protection.

### Legal framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England, Northern Ireland, Scotland & Wales.

This includes (but is not limited to) the following:

- Keeping Children Safe in Education (2020)
- Working Together to Safeguard Children (2018)
- The Education Act (2002)
- The United Nations Convention on the Rights of the Child (1992)

More information on relevant legislation can be found at

<https://learning.nspcc.org.uk/child-protection-system/children-the-law#article-top>

### Definition of Safeguarding

Following **Keeping Children Safe in Education (2020)**, safeguarding and promoting the welfare of children is defined by EYPUK as:

- Protecting children from maltreatment;
- Preventing impairment of children's mental and physical health or development;
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and
- Taking action to enable all children to have the best outcomes.

EYPUK believes that safeguarding and promoting the welfare of children is **everyone's** responsibility. This means that, despite the limited contact EYPUK representatives may have with children, such representatives should consider, at all times, what is in the **best interests of the child**.

## **Commitments**

*We believe that:*

- Children and young people should never experience abuse of any kind.
- We have a responsibility to promote the welfare of all children and young people, to keep them safe, and to practise in a way that protects them.

*We recognise that:*

- The welfare of children is paramount in all the work we do and in all the decisions we take.
- All children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse.
- Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.
- Working in partnership with children, young people, their parents, carers, and other agencies is essential in promoting young people's welfare.

*We will seek to keep children and young people safe by:*

- Valuing, listening to and respecting them
- Appointing a nominated safeguarding/child protection lead within the board of trustees
- Adopting child protection and safeguarding best practise, through our policies, procedures and codes of conduct for volunteers and delegates
- Developing and implementing an effective online safety policy and related procedures
- Providing effective management for volunteers through supervision, support and training, so that all volunteers know about and follow our policies, procedures and behaviour codes confidently and competently
- Recording, storing and using information professionally and securely, in line with data protection legislation and guidance
- Making sure that children, young people and teachers know where to go for help if they have a concern
- Using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
- Using our procedures to manage any allegations against volunteers appropriately
- Creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- Ensuring that we have effective complains and whistleblowing measures in place
- Ensuring that we provide a safe physical environment for our children, young people, and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- Building a safeguarding culture where volunteers, children, young people and their teachers treat each other with respect and are comfortable about sharing concerns.

## **Supporting documents (contained within this Code of Practise)**

- EYPUK Safeguarding Policy
- Policy on safeguarding safety and dignity in EYP
- EYP Welfare Policy
- Designated Safeguarding Officer Role Description
- Dealing with disclosures and concerns about a child or young person

- Managing allegations against volunteers
- Recording concerns and information sharing
- Child protection records retention and storage
- Code of conduct for volunteers
- Code of conduct for delegates
- Photography and image sharing guidance
- Online safety
- Anti-bullying
- Managing complaints
- Whistleblowing
- Health and safety
- Induction, training, supervision and support
- Local authority contacts

**Contact details**

<p><i>Designated Safeguarding Lead</i>  Emily Long  <a href="mailto:emily.long@eybuk.co.uk">emily.long@eybuk.co.uk</a> / <a href="mailto:welfare@eybuk.co.uk">welfare@eybuk.co.uk</a>  +44 7873 729861</p>
<p><i>Chair of the Board of Trustees</i>  Morgan Barnden  <a href="mailto:morgan.barnden@eybuk.co.uk">morgan.barnden@eybuk.co.uk</a>  +44 7342 637279</p>
<p><i>NSPCC Helpline</i>  0808 800 5000</p>

**Review**

This policy was last reviewed on 29/09/2020

Signed:



Emily Long, Vice Chair (Safeguarding and Diversity)

## EYPUK Safeguarding Policy

### Aims of this policy

- a) To safeguard delegates and other young people in line with the definition given by **Keeping Children Safe in Education (2020)**;
- b) To raise awareness of the need for the protection of children and young people amongst all EYPUK representatives;
- c) To specify the responsibilities of EYPUK and its representatives with regard to safeguarding.
- d) To specify the standards of behaviour expected of representatives of EYPUK;
- e) To clearly lay out the internal procedures to be followed by all representatives of EYPUK in cases of suspected abuse;
- f) To outline how EYPUK will work with other agencies in protecting young people from harm and in responding appropriately to abuse.

### Policy applicability

- a) This policy applies to any and all events organised by EYPUK. This includes but may not be limited to:
  - i. sessions and fora on the regional, national and international level, both in-person and online,
  - ii. EurVoice and other 'non-traditional' EYPUK events targeted at children, and
  - iii. training and other member-focused events;
- b) This policy applies to any and all individuals acting as representatives of EYPUK. This includes all volunteers working with EYPUK, regardless of their National Committee;
- c) This policy covers all children and young people who may come into contact with EYPUK. This includes all young people attending an EYP event, including delegates, guests, officials and NC board representatives.

### Key principles underlying the policy

- a) EYPUK has a legal and moral duty and responsibility to care for and safeguard all those who take part in our activities;
- b) The welfare of children is paramount in all the work we do and in all the decisions we take;
- c) All participants of EYPUK events should be protected from abuse, bullying, harassment and any other form of harm both within and outside of the events themselves;
- d) Any concerns or disclosures will be dealt with seriously and confidentially;
- e) Information will only be disclosed on a 'need-to-know' basis, respecting the privacy of children and young people;
- f) Sanctions are to be applied where individuals are in breach of this policy;
- g) Failure to act by those responsible to do so will be considered as a breach of this policy;
- h) This policy is to be interpreted in line with the commitments made in EYPUK's Policy Statement on Safeguarding.

## Definitions

### *Stakeholders*

A **child** is any individual under the age of 18.

A **young person** is any individual under the age of 25.

**Adults** are individuals over the age of 18.

**Delegates** are participants at EYPUK sessions who are neither present in an official capacity (as outlined in the 'officials' definition), nor are a teacher, chaperone or invited speaker. They are often under the age of 18.

**Officials** are individuals taking on volunteer roles within EYPUK events (whether members of EYPUK or another National Committee). This includes the academic team (President, Vice Presidents and Chairs), the media team (Editor(s), Editorial Assistant(s), and Media Team Members), the jury team (Head of Jury, Jurors), and the organising team (Head Organisers, Core Organisers, Organisers), as well as any members of the Committee of EYPUK who are attending the event in an official capacity.

**Team leaders** are individuals who have evaluative power over other officials in their team, such as Presidents, Editors, Heads of Jury or Head Organisers.

**The Board of Trustees of EYPUK** is the board of volunteers, registered with the charity commission, who are legally and financially responsible for EYPUK and thus for overseeing the implementation of the Safeguarding Code of Practise.

The **Committee of EYPUK** includes the Board of Trustees and the Alumni Association Executive, which is an elected body responsible for the day-to-day running of the charity.

**The Designated Safeguarding Officer (DSO)** is a member of the Board of Trustees appointed to take responsibility for Safeguarding within EYPUK. Their responsibilities are outlined in the Safeguarding policy and include handling disclosures or suspicions of harm, as well as ensuring all other representatives of EYPUK receive adequate training. They are appointed at an Annual General Meeting and have an up to three-year mandate.

EYPUK is obliged by the Policy on Safeguarding Safety and Dignity in EYP to appoint a **National Safe Person**, who will be informed on the international welfare and safeguarding policies of the EYP, and who will be the first port of call for any members experiencing EYP-related welfare issues within or without of EYPUK events.

**Event Safe People** are individuals appointed to be the first port of call for welfare concerns within an EYPUK event.

The **International Safe Person** is an individual appointed by the Governing Body to act as an international focal point for welfare and safety concerns.

The **Event Safe Team** consists of the DSO, NSP and ESP.

The **event leadership** consists of the President, Head Organisers, and any representatives of the Committee of EYPUK present at an event. It may include the Editor(s) and Head of Jury if deemed appropriate (for example, if a member of their team is involved in an incident).

The **Safe Core Team** is a team appointed under the provisions of the Policy on Safeguarding Safety and Dignity in EYP. They provide guidance to National Committees about their welfare policies, as well as managing the formal international complaints process, for which they can be contacted at [sct@eyp.org](mailto:sct@eyp.org) and [safe@eyp.org](mailto:safe@eyp.org) respectively.

The **Governing Body of the EYP** is an elected international body of the EYP and can be reached at [gb@eyp.org](mailto:gb@eyp.org).

### ***Policies and procedures***

**EYPUK's Safeguarding Code of Practise** is the set of documents which outlines EYPUK's policies, procedures and recommendations for safeguarding.

The **Code of Conduct** is a document to be signed by all participants at EYPUK events (and their parents if under 18 years of age), outlining their responsibilities, obligations and expected standards of behaviour in line with the EYPUK Safeguarding Policy. Different Codes of Conduct are to be signed by officials and delegates to reflect their differing obligations.

**EYPUK's privacy policy** can be found [here](#).

### ***Types of harm***

**Abuse** is any action that harms or injures another person. It includes neglect and physical, sexual and emotional abuse.

**Neglect** is the persistent failure to meet a child's basic physical and/or psychological needs and is likely to result in serious impairment of the child's development. It may involve a parent or carer failing to provide adequate food, shelter and clothing, failing to protect a child from physical harm or danger, or the failure to ensure access to appropriate medical care or treatment. It may also include neglect or, or unresponsiveness to, a child's basic emotional needs. Non-organic failure to thrive may be a feature or result of neglect.

**Physical abuse** may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer feigns the symptoms of, or deliberately causes ill health to a child whom they are looking after. This is commonly described as 'Munchausen syndrome by proxy'.

**Sexual abuse** involves forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative or non-penetrative acts. They may include non-contact activities, such as involving children looking at, or in the production of pornographic material or watching sexual activities or encouraging children to behave in sexually inappropriate ways.

**Emotional abuse** is the persistent emotional ill-treatment of a child such as to cause severe and persistent adverse effects on the delegate's emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued in so far as they meet the needs of another person. It may feature age or developmentally inappropriate expectations being imposed on children. It may involve causing children to frequently feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of ill-treatment of a child, though it may occur alone.

**Bullying** is unwanted, recurring aggressiveness or behaviour aimed to, or resulting in, victimising, humiliating, undermining or threatening an individual or group of individuals that causes psychological and/or physical harm. Bullying often involves a misuse or abuse of power/authority (whether real or perceived), where the target(s) can experience difficulties in defending themselves. This includes physical, verbal, social/relational, work-related and cyber bullying.

**Harassment** is a form of discrimination that includes unwanted conduct which has as purpose or effect violating a person's dignity, victimising, humiliating, undermining, threatening or creating a hostile, degrading or offensive environment for a person based on their age, race, ethnicity, religion, gender, sexual orientation, family status, marital status, physical or mental disability. Harassment may

include but is not limited to verbal, written, physical, intimidatory or sexual harassment, as well as isolation or exclusion from social activities and visual displays such as posters, emblems and badges.

**Sexual harassment** may include, but is not limited to, unwelcome sexual advances, requests for sexual favours, unwelcome efforts or pressure to develop a romantic or sexual relationship, unwelcome commentary about an individual's body or sexual activities, threatening to engage in the commission of an unwelcome sexual act, any form of invasion of personal privacy, unwelcome physical closeness or touching, unwelcome jokes of a sexual nature or based upon (perceived) gender, or sex stereotypes, other verbal or physical harassment of a sexual nature.

**Sexual violence** is any behaviour or act of a sexual nature, or perceived to be of a sexual nature, which is unwanted and takes place without consent or understanding of all persons involved. It includes but is not limited to rape, sexual assault or sexual activity without consent.

### ***Responding to disclosures and concerns***

A **disclosure** is any comment or statement by a child or young person that describes abuse or gives rise to the inference that abuse has taken place. It may be direct or indirect.

**Leading questions** are questions which encourage or suggest a particular answer, such as "did they abuse you?". A non-leading question tends to be open, and can rarely be answered with a simple yes or no answer, e.g. "What happened?"

**Confidentiality** is the practise of not sharing information. Absolute confidentiality (i.e. not sharing the information with any other individual) cannot be promised as anyone hearing a disclosure of abuse must report the disclosure to the relevant members of the Event Safe Team.

A **body map** is a diagram to be included on disclosure forms which indicates where on the body a harmful act has been performed.

**Specialised support** is any support requested or required by an individual following an experience of harm. This may include access to the police, medical professionals or counsellors.

### ***Standards of behaviour***

**Direct discrimination** is deliberately treating somebody unfairly due to their identity.

**Indirect discrimination** is something that applies to everybody which disadvantages somebody from a particular group (e.g. those with a disability).

**Peer pressure** is any behaviour which makes an individual feel that they ought to take part in an activity they don't wish to take part in in order to fit in with the group.

**Unnecessary or inappropriate physical contact** is any physical contact which goes beyond the professional standards expected of representatives of EYPUK. In general, workplace appropriate contact (e.g. handshaking) is allowed, but all other physical contact with those to whom one is in a position of trust is not allowed. For example, officials should not hug delegates.

**Sexual consent** is the practise of freely and enthusiastically agreeing to take part in sexual activity, free from coercion and in full understanding of the behaviour.

All officials are in a **position of trust** to delegates. A position of trust is any position in which you are responsible for the wellbeing of a child and in which they may come to look up to you.

### **Designated Safeguarding Officer**

1. **The Board of Trustees of EYPUK** are obliged to appoint a trustee as the **Designated Safeguarding Officer (DSO)**. This is in addition to their international obligation to appoint a **National Safe Person**, but the same individual may hold both positions.
2. The mandate of the DSO is, as for all trustee roles, three years. However, the DSO may step down at any annual general meeting of EYPUK and a suitable replacement must be found in time for the same annual general meeting.
3. The DSO must receive the level of training received by DSOs in other educational environments (e.g. schools). This training must be refreshed at least annually.
4. The DSO is responsible for reviewing **EYPUK's Safeguarding Code of Practise** (including this policy) at least annually, or more frequently in order to bring it in line with any changes in legislation.
5. The DSO is responsible for making any final decisions on action to be taken following disclosures or concerns regarding a young person who is in contact with EYPUK. The only exception to this responsibility is when concerns are raised about the DSO themselves, in which case this responsibility falls to the Chair of the Board of Trustees.
6. The DSO should collaborate with other agencies and local authorities in ensuring appropriate steps are taken to protect children and young people in contact with EYPUK. They must attend all relevant meetings and cooperate with authorities by providing information when requested.
7. The DSO is responsible for ensuring all National Safe People, **Event Safe People** and **Officials** receive appropriate, comprehensive safeguarding training to enable them to act in accordance with this policy.

#### **Organisational considerations**

8. Organising teams of EYPUK events are obliged to:
  - a. ensure that all Officials take part in the safeguarding training organised by the DSO;
  - b. ensure that all Officials and Delegates have signed their respective **Code of Conduct** forms, and that Officials have additionally signed to indicate their understanding of this policy;
  - c. take all necessary health and safety measures when organising their events, including allowing the possibility for at least 8 hours of sleep, offering sufficient and nutritious food for all dietary requirements, and avoiding any situation that could put the safety of individuals in danger;
  - d. ask for and retain at least two emergency contacts for every **child** in EYPUK's care;
  - e. publicise the DSO's contact information at every event.

#### **Responsibilities and duties**

9. All representatives of EYPUK should recognise their role in the welfare of **delegates** and their responsibilities if they suspect that **abuse, bullying, harassment**, or any other form of harm is being experienced by a child or **young person** either within or outside of the EYPUK event itself.
10. Every EYPUK representative is under a general legal duty to:
  - a. Protect delegates from abuse;
  - b. Know and be vigilant in recognising the signs of abuse;
  - c. Be aware of EYPUK's child protection procedures and how to follow them;
  - d. To know how to access and implement the procedures, independently, if necessary;
  - e. To keep a sufficient record of any significant complaint, conversation or event which should be dealt with as set out below;

- f. To report any matters of concern to the Event Safe Person in the first instance;
  - g. To report any matters of concern to the DSO if they feel they have not been dealt with sufficiently by the Event Safe Person.
11. **Team leaders** are responsible for ensuring that this policy, and all applicable international policies, are respected by their teams.

### **Responding to concerns**

12. EYPUK representatives suspecting or receiving a **disclosure** about abuse must:
- a. Listen carefully to the participant and keep an open mind, without taking the decision as to whether or not abuse has taken place;
  - b. Not ask **leading questions**, i.e. a question which suggests its own answer;
  - c. Reassure the participant but give no guarantee of absolute **confidentiality**;
  - d. Explain who information must be shared with and offer for the participant to be present in that conversation;
  - e. Keep a sufficient written record of the conversation as outlined below;
  - f. Report concerns to the Event Safe Person in the first instance, and the DSO if the ESP has not responded sufficiently, unless the ESP or DSO are involved in the allegation – in which case, concerns must be reported to the DSO in the former case or the Chair of the Board of Trustees and the **International Safe Person** in the latter.
13. Written records of suspicions or disclosures of abuse must:
- a. Be made within the hour if possible;
  - b. Contain, in the participant's own words, what happened, when, where and who was involved;
  - c. Contain a **body map** of any injuries where relevant;
  - d. Use full names, not initials;
  - e. Be signed by the person receiving the disclosure or bearing the suspicion;
  - f. Include the date and time that the record was written;
  - g. Be passed on to the ESP or DSO and only shared with others on a 'need to know' basis (at the discretion of the DSO);
  - h. Be stored in accordance with the below.
14. Data and information contained within written records of suspicions or disclosures of abuse must:
- a. Be stored in line with GDPR guidelines and **EYPUK's privacy policy**;
  - b. Kept for 2 years from the date of the event and then securely destroyed unless there is a compelling reason to retain them (e.g. an ongoing investigation).
15. Consent should always be sought by the DSO to share the information contained within records of concerns. If the participant is unable to consent, then consent should be sought from their parents unless doing so would place the participant at risk. If consent cannot be given at all, then information should still be shared if there is reason to believe that to not share information would put a participant at risk.
16. If consent is not gained to share information, the DSO must record:
- a. The steps that were taken to try and get consent;
  - b. The participant's reasons for not giving or being able to give consent;
  - c. Why it was necessary to share information without consent.
17. The ESP and DSO are responsible for ensuring that the participant is kept informed, at all stages of the procedure, of who knows and what they know.
18. If the individual having experienced abuse wishes to benefit from **specialised support**, the Event Safe Person or DSO must ensure they are accompanied and offered support.

## Standards of behaviour

19. All participants are obliged to behave in a way that is consistent with EYPUK's values and, in general, in a manner that does not negatively interfere with someone else's ability to benefit from and enjoy EYPUK events, or that negatively reflects on the organisation.
20. Bullying and/or harassment of any form will not be tolerated by EYPUK and will be subject to sanctions as outlined in this policy.
21. All participants at EYPUK events are obliged to treat everyone equally, avoiding both **direct and indirect discrimination** on the basis of age, race, ethnicity, gender, sexual orientation, family status, marital status, physical or mental disabilities or any other status.
22. All team leaders are responsible for creating and ensuring a safe and dignified environment for the members of their team. This includes, but is not limited to:
  - a. Ensuring individuals feel at ease, respecting their boundaries and not pushing them out of their comfort zone without their consent;
  - b. Maintaining and promoting a respectful attitude towards personal differences;
  - c. Rejecting any form of discrimination and exclusion, as well as shaming, humiliation or degradation;
  - d. Refraining from, discouraging or intervening when observing **peer pressure** to engage in any type of activity, including to share personal information or to engage in physical and sexual activities or the consumption of alcohol;
  - e. Avoiding sexualised activities or activities with an increased potential for harassment or bullying;
  - f. Creating an environment in which bullying or harassment of any kind are neither encouraged nor tolerated.
23. If they feel it is safe to do so, every individual should intervene to stop an inappropriate behaviour when observed, they should do so by:
  - a. Using feelings statements to express why the behaviour is inappropriate;
  - b. Making an alternative suggestion when possible;
  - c. Alerting the ESP or NSP/DSO.
24. No event official should ever administer medicine(s) to a non-official participant, even with the participant's consent, unless instructed to do so by a medical professional.
25. **Adults**, regardless of their role, must:
  - a. Avoid placing themselves in situations which may be compromising or lead to a child being placed in a more vulnerable position, for example by being alone with a child (either in a physical room or an online chat room) in any circumstance;
  - b. Avoid behaviour towards children which may be interpreted as sexualised, for example by making sexualised jokes;
  - c. Avoid **unnecessary or inappropriate physical contact** with a child;
  - d. Not communicate with children outside of official channels pre-approved by the **Event Safe Team**;
  - e. Report any situation which could be subject to misinterpretation to the ESP or the NSP/DSO as soon as possible.
26. EYPUK has a zero tolerance for drug use, including illegal substances and legal highs.
27. Alcohol consumption should be done in a responsible manner, abiding by national laws and whilst being mindful of one's responsibility to act as a role model, as well as in a way that does not reflect negatively on the organisation.
28. No alcoholic beverages that contain more than 15% alcohol by volume can be consumed.

29. Officials may smoke only out of sight of children and must refuse if a child at any point asks them for a cigarette or lighter.

#### **Sexual and/or romantic conduct**

30. All official participants must promote and ensure a safe environment free from **sexual harassment or abuse**.
31. All participants must respect national laws setting the age of **sexual consent**, including the abuse of trust provisions in the **Sexual Offences (amendment) Act 2000**, which establishes a criminal offence of the abuse of trust of 16-18 year olds.
32. No participant should initiate or engage in any romantic, intimate or sexual activity with another participant who is under the legal age of consent, has not explicitly consented to engaging in the activity, does not have the capacity to give consent, or who does not have the freedom to consent.
33. Event officials are forbidden from engaging in any romantic or intimate activity with another person when they are in a **position of trust** in relation to that person. Event officials are therefore forbidden from engaging in any romantic or intimate activity with delegates or trainees.
34. Event officials are forbidden from engaging in any romantic or intimate activity with any person over which they hold a leadership/hierarchical position or in whose evaluation process they are involved.
35. Any breaches of clauses 32 and/or 33 above must be indicated in the official's evaluation after the event.
36. The restriction placed in clause 33 does not apply to prior existing relations (i.e. relations that had begun before an event). In such case, the team leader and Event Safe Person should be informed of the relation as soon as possible before the event.

#### **Bullying, harassment, or other harm at an EYPUK event**

37. Any individual suspecting or hearing a report of harmful behaviour must report concerns to the Event Safe Person in the first instance, and the DSO if the ESP has not responded sufficiently, unless the ESP or DSO are involved in the allegation – in which case, concerns must be reported to the DSO in the former case or the Chair of the Board of Trustees and the International Safe Person in the latter.
38. If deemed appropriate and requested by the complainant, the ESP or DSO should contact the perpetrator to advise of the offending behaviour and the impact which it has on the individual, to ask that it discontinue, and to advise the perpetrator of potential consequences should the behaviour continue.
39. The ESP or DSO should inform the complainant of their options in reporting both within and outside of EYP structures, for example the option of making a complaint to the **Safe Core Team** and/or to the police.
40. Individuals alleging having been on the receiving end of harmful behaviour should not in any way be pressured or influenced in their decision to notify the police or legal guardians.
41. Any individual involved in bullying, harassment, or other harm will be subject to the sanctions outlined in this policy, which will be applied at the discretion of the DSO, with consultation of the ESP and the Chair of the Board of Trustees.

#### **Allegations against representatives of EYPUK**

42. Violation of this policy will result in appropriate disciplinary action at the discretion of the ESP, DSO, Chair of the Board of Trustees, and, if appropriate, the **event leadership**. Measures

will be applied with an educational purpose or for the purpose of ensuring the safety of participants, rather than with a retributive purpose. Such disciplinary actions include, but are not limited to:

- a. Reprimands;
  - b. Expulsion from the event at the participant's own expense;
  - c. Mention of the behaviour in the participant's evaluation;
  - d. Legal action in the case of unlawful behaviour;
  - e. Expulsion from EYPUK as an organisation, either temporary or permanent;
  - f. Expulsion from all EYPUK events, either temporary or permanent.
43. Allegations against the ESP should be raised to the DSO.
44. Allegations against the DSO should be raised to the Chair of the Board of Trustees and the International Safe Person.
45. Allegations against any member of the Board of Trustees should be raised to the Chair of the Board of Trustees (unless the allegations are against the Chair themselves) and the International Safe Person.
46. Where allegations are made against an individual who would usually be involved in evaluating an allegation, that person will not be involved in the evaluation process and will be informed of the outcome without giving their input, except as a defendant.

#### **Whistleblowing**

47. Individuals with concerns about the handling of child protection issues in EYPUK should, in the first instance, raise them with the DSO. If they are dissatisfied with the DSO's response, they may contact the NSPCC Whistleblowing Advice Line on 0800 028 0285 or the **Governing Body of the EYP** at [gb@eyp.org](mailto:gb@eyp.org).

#### **Health and safety**

48. EYPUK is committed to ensuring the health and safety of members of EYPUK, those participating in EYPUK activities, and anyone affected by our activities.
49. The Board of Trustees have overall responsibility for health and safety and the operation of this section of this policy.
50. All members and participants must recognise that everyone shares responsibility for achieving healthy and safe conditions while carrying out EYPUK activities and must therefore consider the health and safety implications of their acts and/or omissions and take reasonable care for their health and safety and that of others.
51. Any health and safety concerns should be reported to the Event Safe Person.
52. All accidents must be reported to the ESP, who will take witness statements and record the accident in the Accident Book.
53. Anybody witnessing a medical emergency should ensure 999 is called and contact the ESP immediately by phone.

#### **Photography and image sharing**

54. The organising team of an EYPUK event must:
- a. Seek consent from children and their parents for their photograph to be taken and used;
  - b. Explain what the images will be used for and how they will be stored;
  - c. Make it clear that if a child or their family withdraw consent for an image to be shared, it may not be possible to delete images that have already been shared or published.

55. Anyone sharing images of children from EYPUK events must never publish personal information about individual children without consent and must disguise any identifying information (for example a school uniform with a logo).
56. The abuse or misuse of images of children is considered to be a safeguarding concern and will be responded to as such by the ESP and/or DSO.