

YOU MUST ...

- treat all children and young people with respect
- provide an example of good conduct you wish others to follow
- ensure that, whenever possible, there is more than one adult present during your organisation's activities with children or young people, or at least that you are within sight or hearing of others
- respect a young person's right to personal privacy
- encourage young people and adults to feel comfortable and caring enough to point out attitudes or behaviour they do not like
- remember that someone else might misinterpret your actions, no matter how well-intentioned
- be aware that even caring physical contact with a child or young person may be misinterpreted
- recognise that special caution is required in moments when you are discussing sensitive issues with children or young people
- operate within the Church's Code of Good Practice

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YOU MUST NOT ...

- have inappropriate physical or verbal contact with children or young people
- allow yourself to be drawn into inappropriate attention-seeking behaviour
- make suggestive/derogatory remarks or gestures in front of children or young people
- jump to conclusions about others without checking facts
- exaggerate or trivialise child abuse issues
- show favouritism to any individual
- rely on your good name or that of the Church to protect you
- believe "it could never happen to me"
- take a chance when common sense, policy and practice suggest another more prudent approach

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WHAT TO DO ...

If a child or young person discloses to you abuse by someone else:

- allow him or her to speak without interruption, accepting what is said, but do not investigate
- alleviate feelings of guilt and isolation, while passing no judgement
- let them know you are glad they have shared this information with you
- advise the child or young person that you **must** pass on the information

If you suspect a child or young person is being abused, emotionally, physically or sexually:

- report the matter to your Child Protection Co-ordinator, your Priest or the Provincial Child Protection Officer

If you receive an allegation about any adult or about yourself:

- immediately tell your Child Protection Co-ordinator, your Priest or the Provincial Child Protection Officer
- try to ensure that no-one is placed in a position which could cause further compromise

In all cases:

- record the facts and report these to your Child Protection Co-ordinator for the congregation, your Priest and/or the Provincial Child Protection Officer
- you must refer; you **must not** investigate

General Synod of the Scottish Episcopal Church: Scottish Charity Number SC015962

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Scottish Episcopal Church

Safeguarding Children and Young People
in the Church



A Summary of Good Practice for Paid & Voluntary Workers

The Scottish Episcopal Church recognises the special status of children and young people. Because of their vulnerability, children and young people will be awarded special protection. They are to be respected as persons in their own right, created and loved by God. We, therefore, commit ourselves to take all steps within our power to keep children and young people safe from physical, sexual and emotional harm.

Policy Statement, General Synod June 1998

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