



CHILD PROTECTION OFFICER Job Description & Responsibilities

Responsibilities

The Child Protection Officer is an appointed position and is a member of the Management Committee and is expected to attend the meetings of that Committee and participate in the decision-making processes. All members of the Management Committee are charity trustees under the Charity Act.

The Role

- To act as an adviser to towers on all issues surrounding child protection.
- To liaise with the Diocesan Child Protection Adviser on the procedures and policies of the Association and any further legal changes that may affect the ringers of the Diocese.
- To keep a secure record of DBS (formerly CRB) checked ringers to ensure that the policies are being adhered to for all towers.
- To ensure that Essex Ringing Course follows its own policy by ensuring that tutors are DBS cleared and that suitable arrangements are in place to deal with the transport and welfare of children on the course.
- To ensure that the Association training days are also in compliance with the Essex Ringing Course Child Protection Policy.
- Have DBS clearance.
- To provide written reports to the February and October Executive meetings.