

## **THE ESSEX RINGING COURSE SAFEGUARDING POLICY**

The safety of all ringers is of paramount importance to the future of bellringing. Additionally, we have actively encouraged those under the age of 18 to participate as both students and helpers on the Essex Ringing Course.

In connection with this, the course organisers, tutors, helpers and students alike all have a responsibility to ensure the safety and wellbeing of children and vulnerable adults attending the Course and to protect them from potential abuse in whatever form. This policy has been drawn up to provide a practical and realistic set of best practice guidelines to ensure compliance with these responsibilities.

For the avoidance of doubt, references to children throughout this policy are to people under the age of 18.

The Essex Association has an umbrella safeguarding statement describing best practice which should be read and can be found on the EACR website.

<https://eacr.org.uk/safeguarding>

### **Parental Consent**

Parental consent is required for all children attending the Course. A copy of this policy will be sent to all such applicants before the Course commences.

### **Safeguarding Officers**

The Essex Association of Change Ringers has an appointed Safeguarding Officer to act as the main responsible person under this Policy and to whom all instances giving rise to concern, by either adults or children, should be reported.

The Safeguarding Officer may wish to meet with all the under 18s at the beginning of the Course and will be the main point of contact for any issues or concerns that the children may have whilst on the Course.

In the unlikely event of an allegation of potential abuse, the Safeguarding Officer will ensure the necessary procedures are followed and any appropriate action taken.

The Safeguarding Officer for the Association and the Course is Dr Andrew Kelso, mobile number 07747 032550.

### **Responsibilities of Tutors**

All tutors are required to sign a copy of this document confirming their acceptance of this policy and that there are no circumstances which would make it inappropriate for them to act as a tutor on the Course.

While the duration of the Course does not meet the level of a regulated activity, we invite Tutors at their discretion to hold a DBS valid throughout the Course, especially if there are children in their group. The Association Safeguarding Officer can advise as required. All tutors are required to complete Basic Awareness and Foundation training provided by the Diocese of Chelmsford.

The tutors should convey the contents of this policy, and in particular the guidelines set out below, to all students and helpers in their Group at the beginning of the Course. This applies whether or not there are under 18s in the particular Group.

### Practical Guidelines

The following guidelines should be adopted by all people on the Course. For the most part they represent the application of common sense. They are intended to be illustrative rather than exhaustive and should be read in that light. They should also be read in conjunction with the Conduct Policy approved by the Essex Association, which can be found on the Association website.

<https://eacr.org.uk/about/rules/standard-of-conduct.pdf>

1. Avoid being alone with a child whilst on the Course. Always ensure there are at least two adults present, preferably one male and one female. This applies at all times throughout the Course but particular care should be taken in the following situations:

- when teaching on a one-to-one basis
- when travelling in a car

2. Avoid inappropriate physical contact. There may be occasions where physical contact is unavoidable, for example where someone is having difficulty handling a bell. In these cases, ensure that such contact is kept to a minimum and always bear in mind that actions and gestures can be easily misconstrued.

3. Do not strike or threaten anyone in any way.

4. Do not shout at anyone or use inappropriate language – words can be misconstrued as easily as actions.

5. Offer constructive advice rather than being over-critical about ringing abilities.

6. Report any incidents or concerns to the Safeguarding Officer. This must be done immediately. If you cannot find him, then call the Course Organiser, Anne Bray, on 07759 632672.

A copy of these guidelines will be prominently displayed in the main gathering rooms at the school.

### Conclusion

The safety and wellbeing of people attending the Course is something that the Essex Association takes extremely seriously. Accordingly, this policy is something to which we attach the utmost importance. Provided everyone adheres to the guidelines above and, in particular, uses common sense in dealing with any situation that they find themselves in, then we believe that children and adults alike can be afforded the protection they deserve.

Anne Bray

Essex Course Administrator March 2022

Revised Andrew Kelso, Association Safeguarding Officer March 2023