

## **Safeguarding Children policy**

This policy follows the guidance given by the Charity Commission (Safeguarding Children, March 2009<sup>1</sup>) and adheres to all relevant statutory requirements. This policy acts as the Society's Child Protection Policy. In this policy, 'child'/'children' means people aged up to 18.

The Society is committed to safeguarding children from harm. The Society's staff, Trustees and volunteers uphold the position that the welfare of the child is paramount and that all children without exception have the right to protection from abuse regardless of gender, ethnicity, disability, sexuality or beliefs. Any concerns and allegations of abuse will be responded to swiftly and with sensitivity (this may require a referral to children's services or in an emergency, the Police).

## **Recruitment, selection and vetting**

We are committed to the safe recruitment, selection and vetting of paid and volunteer staff. Any staff member with regular contact with young people (face-to-face, by phone, by email or via social networks) will undergo a Disclosure and Barring service (DBS) previously, Criminal Records Bureau (CRB), check. All disclosures will be reported to the Director of Membership and Professional Affairs.

All adult volunteers who work regularly or closely with young people are asked to register with STEMNET's STEM Ambassador scheme. The scheme includes a DBS check and training.

Volunteers are informed of our Safeguarding Children Policy as part of the Volunteer Policy and induction.

## **Branches and Special Interest Groups (SIGs)**

Branch members and SIG committee members are not required to undergo a DBS check as the norm however a DBS may be appropriate under special circumstances should the volunteers have prolonged or regular contact with young people. The appropriateness of whether or not a DBS check is required will be discussed and agreed by the member affected and the Director of Membership and Professional Affairs.

## **Data Protection and Photography**

Children's contact details and images will be treated with respect. They will be used only by staff who have a legitimate need to do. Approval will be sought from the parents/guardians before any images are used publically or for PR purposes. Children and their parents can ask for data which identifies them/their children to be deleted at any time.

## **Reporting**

Any concerns over child protection should be reported without delay either to the Chief Executive or the Director of Membership and Professional Affairs. If neither is appropriate or available, the concern should be reported to the Director of Policy and Public Affairs. Written, dated notes should be kept of any

---

<sup>1</sup> [http://www.charitycommission.gov.uk/charity\\_requirements\\_guidance/charity\\_governance/managing\\_risk/protection.aspx](http://www.charitycommission.gov.uk/charity_requirements_guidance/charity_governance/managing_risk/protection.aspx)

incident(s) and the template below should be used if possible. Guidance on what may be considered as child abuse is available from the NSPCC website<sup>2</sup>.

This policy is approved and endorsed by Council. It applies to all staff, Trustees and volunteers. Children, young people, teachers and parents can ask to see a copy of this policy at any time.

*To be reviewed annually by the Director of membership and Professional Affairs.*

*Last reviewed: July 2017*

---

<sup>2</sup> [http://www.nspcc.org.uk/help-and-advice/worried-about-a-child/online-advice/online-advice\\_wdh85524.html](http://www.nspcc.org.uk/help-and-advice/worried-about-a-child/online-advice/online-advice_wdh85524.html)



**Other comments**

**Privacy statement**

The information collected on this form will be used solely to support the Royal Society of Biology Safeguarding / Child Protection Policy

**Please return this form to:**

Director of Membership and Professional Affairs, Royal Society of Biology, Charles Darwin House, 12 Roger Street, London, WC1N 2JU