



Health & Safety Policy

Appendix 3: Safeguarding Children & Young People

Ingleborough Archaeology Group (IAG) welcomes the participation of children and young people under the age of 18 years.

We believe that children and young people should never experience abuse of any kind and that we have a responsibility to keep them safe and practise in a way that protects them.

We recognise that the welfare of children and young people is paramount in the work we do and the decisions we take. All children, regardless of age, have an equal right to protection from all types of harm or abuse, regardless of race, colour, ethnicity, nationality, faith, gender, gender identity, sexual orientation, age, or ability.

Designated Safeguarding Officer. The IAG Committee shall appoint one of its number as Designated Safeguarding Officer (DSO). The DSO shall be the person to whom all concerns about child protection, including allegations or concerns about adults or children, should be reported. It is their responsibility to manage all such issues and liaise with relevant statutory bodies.

Participation of Children & Young People. Children and young people will get involved in IAG activities: as family of members on walks and visits; as school students or members of a youth group visiting an IAG 'dig'; as members of the public viewing an IAG exhibition at a local library or village show; getting 'hands-on' experience at an 'Archaeology Fun-Day'; or even joining IAG as a young archaeologist and learning how to survey and excavate.

Supervision by a Responsible Adult. IAG requires that while participating or visiting any IAG activity, children and young people are, at all times, supervised by a Responsible Adult such as a parent, guardian, youth leader, or teacher.

Some activities may carry a minimum age restriction and/or a restriction on the number of children and young people under the supervision of each Responsible Adult.

Prior to an accompanied child or young person joining an IAG walk or coming on to a fieldwork or excavation site, the Responsible Adult must have read the IAG Health & Safety Policy, the Health and Safety Appendix and the risk assessment relating to that activity, and this safeguarding document. The Responsible Adult must ensure the child or young person/children or young people under their supervision always adhere to that guidance.

If, in the judgement of the IAG Activity Leader, the level of supervision is inadequate, or if the behaviour of those under supervision is unacceptable or inappropriate, the Activity Leader has the right to ask them to leave the activity.

IAG will never contact a child or young person directly. All contact must be with the parent, guardian, teacher, youth leader or other Responsible Adult.

Code of Behaviour. Everyone participating in IAG activities has a responsibility to ensure that children and young people are protected from abuse. It is the responsibility of every individual to ensure that their own behaviour is appropriate always and that they observe this guidance and understand the position of trust in which they have been placed.

You should treat everyone with dignity and respect, treating all children and young people equally and setting an example for others to follow.

You must not give children or young people your personal contact details or those of others. You must not develop social relationships. If you later come into contact with a child or young person you have worked with, you should maintain a professional distance.

You must not 'tease' or make suggestive remarks or threats to a child or young person, even in fun. Do not make inappropriate promises particularly in relation to confidentiality – for example, "I won't tell anyone that you....".

You should avoid physical contact with a child or young person wherever possible. It may not be possible to avoid physical contact when demonstrating the use of a piece of equipment, but that contact should be kept to a minimum and always in the presence of the Responsible Adult.

Do not let suspicions, concerns or allegations about abuse or inappropriate behaviour you have witnessed or been told about go unreported. Report your concerns immediately to the Activity Leader and to the IAG Designated Safeguarding Officer or IAG Chair, the same day if possible.

Photography and Videography. IAG uses photography as an essential recording tool and for publicity purposes. It is important that anyone taking photographs or videos that include other people ask their prior permission. This is essential in the case of photographs that include children and young people where the Responsible Adults must be asked individually for their express prior consent. Images must not be used outside the limits of the consent given.

The IAG Designated Safeguarding Officer is:

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