



National Association for the Teaching of English

Email: admin@nate.org.uk Website: www.nate.org.uk charity number 313157

Child Protection Policy

This policy was approved by NATE's Development and Management Team (including Trustees) on 25th September 2020. This policy will be reviewed annually.

Statement

Most of NATE's work with schools and other institutions is with teachers, but there may be occasions when NATE's Director, consultants & volunteers work with young people. In such cases, NATE will provide clear guidance on the actions that they should take should they have concerns about the safety of children, young people and vulnerable adults. NATE aims to safeguard the welfare of children, young people and vulnerable adults participating in educational events and is committed to implementing good practice which protects children, young people and vulnerable adults from harm.

Core Services

NATE has a particular responsibility to ensure that all those individuals listed as available for work in education (and therefore with children, young people and vulnerable adults) have a recent (i.e. one that is less than 12 months old) Enhanced Disclosure from the Disclosure and Barring Service. (DBS)
<https://www.gov.uk/government/organisations/disclosure-and-barring-service>

In publishing details of a consultant likely to be working with young people on the Website, we confirm that the individual has been through the DBS Disclosure process within the past twelve months. We cannot guarantee the protection of children, young people or vulnerable adults in those situations where the consultant is engaged. It remains the responsibility of the employer to make any further enquiries they see fit in order to enter into a contract with the consultant and to ensure that employment conditions are suitable.

Recruitment and Selection Procedures

NATE will apply the following recruitment and selection procedures to all personnel, whether paid or unpaid, where the post involves direct contact with children, young people and vulnerable adults.

Applicants will be asked to provide:

- * details of previous experience, voluntary or paid, of working with children, young people and vulnerable adults
- * permission to contact at least one person who has experience of their work or contact with children, young people and vulnerable adults
- * details of any convictions for criminal offences against children including any spent convictions under the Rehabilitation of Offenders Act 1974 (assuring the applicant that this information will be dealt with confidentially)
- * evidence of their identity
- * two references, at least one of which will be asked to comment on the applicant's experience of paid or voluntary work with children, young people and vulnerable adults.

We will undertake an Enhanced Disclosure check with the DBS on any personnel, paid or unpaid, whose

work involves a substantial level of access to children, which may be unsupervised, and will be regular or sustained. This includes representatives/consultants involved in workshop activities for children, young people and vulnerable adults. In reaching our decision as to whether such a check is necessary, we will consider:

- * will there be one to one contact?
- * is it likely that no other adult will be present?
- * will there be regular contact?
- * are the children particularly vulnerable?

Guidelines for staff

NATE will ensure that all paid and unpaid personnel are given clear guidelines setting out the steps they are expected to take to ensure the safety and welfare of any children, young people and vulnerable adults for whom they will be responsible.

These guidelines will contain:

- * a reminder of their duty to prevent abuse and guidance on what constitutes abuse
- * procedures for expressing concerns, formally and informally, about a child, young person or vulnerable adult taking part in a NATE activity
- * details of the support structures in place for those who report concerns
- * guidance on responding to possible abuse and to disclosure
- * guidance on how to support the abused child, young person or vulnerable adult
- * procedures for responding to suspicions raised about a member of NATE personnel involved in working with children, young people and vulnerable adults
- * guidance on good practice in planning and implementing projects with children, young people and vulnerable adults including risk assessment and monitoring
- * health and safety procedures
- * procedures for ensuring that any risks to the safety of children, young people and vulnerable adults are minimised

Training Staff and volunteers who are involved in work with children, young people and vulnerable adults will be required to demonstrate familiarity with child protection issues including the following:

- * awareness of abuse
- * organisational policy and procedures
- * skills training
- * health and safety

We will also ensure that they are kept informed of developments in terms of legislation and guidance available.

Responding to allegations of abuse

Allegations of abuse against NATE personnel, paid or unpaid, will be dealt with by the NATE Management Committee.

Reviewing Policies and Procedures

Policies and procedures will be reviewed on a regular basis by the NATE Management Committee.

Responsibility

The Director of NATE will take lead responsibility for the protection of children, young people and vulnerable adults engaged in any NATE activity.