

# Reformed Baptist Church,Alloa

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## WORKING WITH CHILDREN Discipline and Child Protection Rules

### Document History

Version	Status	Description	Last Updated
1	LIVE	Approved	August, 2005
0	DRAFT	Pending approval by church members.	1 <sup>st</sup> August, 2005

## Discipline and Child Protection Rules

For All Sunday School Workers

*The coordinator or church officers must ensure that all staff receive a copy of these rules before beginning their work.*

### General Discipline and Child Protection Aims

- With large numbers of children being collected and brought to our Sunday Schools and weeknight meetings, behavioural problems are likely to arise. The golden rule in our supervision of children is 'Prevention is better than cure'. Many problems can be avoided if staff are well prepared in advance, arrive before children (whenever possible), and are watchful and ready to avert potentially difficult situations.

These rules have the following aims:

- The welfare and protection of the children at all times.
- Maintenance of the good name of the Church and the Lord's work in the eyes of parents and children.
- The consistent presentation of a good example of Christian behaviour to the young.
- The prompt dealing with bad behaviour so that the atmosphere is not spoiled for other children.
- The advancement of children with behavioural problems by giving them an opportunity to overcome their problems with the concerned and patient support of Church staff
- The safe return home of children in a dangerous neighbourhood.
- The prevention of uncoordinated and conflicting courses of action being taken by different staff members.

### Discipline Guidelines

1. Speak firmly but without ill temper and shouting to a misbehaving child. Make it clear that certain behaviour is unacceptable on our vehicles and in the building (eg: deliberate foul language, racist comments, violence to others, conduct likely to cause an accident, damage to property).
2. It may be necessary to part two fighting children, or to direct miscreants with a firm hand to the vehicle or room where they are supposed to be. In no circumstances should any member of staff strike a child, no matter how gently, as this constitutes criminal assault.
3. Report incidents urgently as follows:  
All Sunday School staff including transport team — report to the child's department leader.  
All weeknight meetings staff including transport team — report to the child's meeting leader.
4. Be careful to cooperate with any plan of action decided on to deal with a problem.

## CHURCH POLICY DOCUMENTS - DISCIPLINE AND CHILD PROTECTION RULES

5. No member of the transport team or individual teacher should ever ban a child from attending Sunday School or weeknight meetings, or refuse transport. Only leaders are empowered to stand down children.

### Child Protection

1. In order to protect the children and staff from potential problems, staff should avoid being alone with a child in a place where they cannot be seen.
  2. If staff find themselves alone with a child, they must avoid physical contact.
  3. Staff and transport helpers should avoid giving lifts in cars to just one child. If unavoidable, the child should sit in the back of the car.
  4. All children must be taken home by a responsible adult unless collected by the family, or where a parent has agreed that the child can go home unaccompanied.
  5. If you suspect that a child is suffering from the effects of physical injury or sexual abuse, do not question the child or speak to the parent but, without delay, inform your department leader, who may have knowledge of previous problems and has guidance on action to be taken. Within an hour of the meeting or event at which the suspicion arose, make a written note of the details including any comment made by the child and pass this note to the department leader.
  6. If you have reason to believe that another worker is having an inadvisable level of physical contact with the children, or is reacting in an inappropriate or potentially violent manner to problems, you must report your concerns immediately to your department leader. If he or she cannot be spoken to, you must report to the Sunday School coordinator or a Church elder without delay.
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