

Breastfeeding Network Child Protection Policy Statement

Selection and Training

The Breastfeeding Network (BfN) aims to ensure that anyone, whether they are a child, young person or a vulnerable adult, is protected and kept safe from harm while they are with BfN Registered Volunteers. In order to achieve this we will ensure our Volunteers are carefully selected, screened, trained and supervised

Selection

- All applicants wishing to become a BfN Registered Breastfeeding Helper will complete an application form.
- Existing Probationary Supporters, Supporters, Tutors and Trainers (collectively referred to from this point onwards as BfN Registered Volunteers) will be invited to complete an appropriate Criminal Records Bureau¹ (CRB) / Central Registered Body in Scotland² (CRBS) disclosure.
- Successful applicants will be asked to provide contact details of 2 referees who will be contacted prior to registration.
- Week six marks the mid point of the course and should the course tutor have any concerns about the suitability of the applicant at this stage (based on tutor observation of listening skills and self awareness as evidenced in the reflective worksheet) it may be necessary to stop the training. This interview will be recorded on the training log.

Screening

- During the course, and usually on session six, trainees will be invited to undertake CRB / CRBS disclosures and sign the BfN Code of Conduct. If an applicant refuses to agree to a CRB / CRBS disclosure, they will not be able to proceed further with the training.

Training

- All BfN Registered Volunteers will receive induction training, which will give an overview of the organisation and ensure they know its purpose, values, services structure and policies.

¹ CRB is the body overseeing checks in England and Wales: <http://www.crb.gov.uk/>

² CRBS is the body overseeing checks in Scotland: <http://www.crbs.org.uk/>

The Breastfeeding Network, PO Box 11126, Paisley PA2 8YB
Tel/Fax: 0844 412 0995

e-mail: admin@breastfeedingnetwork.org.uk
www.breastfeedingnetwork.org.uk

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- Relevant training and support will be provided on an ongoing basis, and will cover information about their role, and opportunities for practising skills needed for the work.
- Training on specific areas such as relevant procedures, identifying what to do in the event of a concern about a child, and confidentiality will be given as a priority to new BfN Registered Volunteers and will be regularly reviewed.

Supervision

- All BfN Registered Volunteers will have a designated Supervisor who will provide regular feedback and support.
- All BfN Registered Volunteers will have regular opportunities to discuss their performance, skills, motivation and expectations with their Supervisor.
- Awareness sessions and referral pathways will be part of the mandatory Supervision sessions currently required to remain a BfN Registered Volunteers
- BfN will ensure that all staff and BfN Registered Volunteers involved in recruitment, training and supervision, are aware of this policy and have received appropriate training and support to ensure its full implementation.
- All BfN Registered Volunteers will have appropriate CRB / CRBS disclosure repeated at three yearly intervals and when becoming full Supporters if the check was done more than 18 months previously.

Child Protection

BfN will keep information shared by parents and carers confidential within the organisation and will only share it internally with those authorised to know it in the course of their duties. Where the safety or welfare of a child is of concern to a BfN Registered Volunteers this must be discussed with a BfN Supervisor and the Supervisor will contact the Trustee responsible for Child Protection.

Information will not be shared with others without the permission of the parent or carer. If, following a discussion with their Supervisor, it is felt appropriate to refer the matter to the local Social Services Children and Families Team this will be done with the knowledge of the parent or carer and, if possible, with their permission.

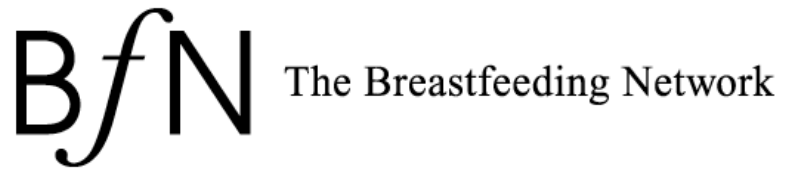
Very rarely, where the concern is very serious and further discussion with a parent or carer might put a child at further risk, the parent or carer may not be told of a referral to Social Services until after a Strategy Discussion between the BfN, Social Services and the Police. In the case of such an event the Trustees will be informed immediately.

Allegations against BfN Registered Volunteers

Any allegation of abuse against a BfN Registered Volunteer or employee will immediately be reported to the Trustees, the person concerned will be suspended with immediate effect and her Supervisor will be informed. (An allegation against a Trustee will be reported to the other trustees and the subject of the allegation will be suspended as a trustee with immediate effect.) A trustees meeting will be convened within ten days to conduct a preliminary investigation into the allegation and will decide whether to involve Social Services or the Police.

If a decision is made not to refer the case to Social Services or the Police the Trustees will conduct a full investigation within one calendar month. A written report of their decision and of the

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reasons for their decision will be sent to both the subject of the allegation and to the complainant within one week of the investigation having been concluded.

If the allegation is upheld BfN disciplinary procedures will be followed, and, if appropriate, the case may be reported to the Social Services and Police, and a referral will be made to the Disqualified from Working with Children List. If the allegation is not upheld the volunteer will be reinstated with immediate effect.

BfN procedures

If an allegation is substantiated, BfN trustees will review the circumstances of the case to determine whether there are any improvements to be made to procedures or practice to help prevent similar events in the future.

The trustees will retain records of investigations. These will be kept confidentially as required by BfN Complaints Procedures.

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