



Michaela

FOUNDATION

Code of Good Practice

The Michaela Foundation's Code of Good Practice is set out to help create an environment in which children are listened to, given a sense of belonging, and kept safe; parents are supported and encouraged, and staff and volunteers who work with children and young people are supported and protected. We undertake to:

- Make parents/guardians, children/young people, volunteers, leaders and staff aware of Michaela Foundation's Child Protection Policies and procedures, as they concern each of them
- Have emergency procedures in place and make all staff/volunteers aware of these procedures
- Ensure that all leaders exercise proper supervision at the Camps and at any Michaela Foundation event
- Ensure all representatives report any concerns to the Children's Officers and follow reporting procedures
- Encourage children and young people to report any bullying, concerns or worries and to be aware of the anti-bullying policy as developed and operated by Michaela Foundation
- Observe appropriate standards of behaviour.
- Provide appropriate training for leaders, staff and volunteers
- Report and record any incidents and accidents
- Update and review any policies and procedures annually
- Keep parents/guardians aware of any issues that concern their children
- Ensure proper supervision based on adequate ratios according to age, abilities and activities
- Acknowledge the rights of children to be protected, treated with respect, listened to and have their own views taken into consideration;
- Recognise that the welfare of children must always come first, regardless of all other considerations;
- Develop a child protection policy that raises awareness about the possibility of child abuse occurring and outlines the steps to be taken if it is suspected;
- Adopt the safest possible practices to minimise the possibility of harm or accidents happening to children and protect workers from the necessity to take risks and leave themselves open to accusations of abuse or neglect;
- Adopt and consistently apply clearly defined methods of recruiting staff and volunteers
- Develop procedures for responding to accidents and complaints
- Remember that early intervention with children who are vulnerable or at risk may prevent serious harm from happening to them at a later stage
- Remember that a child's age, gender and background affect the way they experience and understand what is happening to them

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- Provide child protection training for staff and volunteers. This should clarify the responsibilities of both Michaela Foundation and individuals, and clearly show the procedures to be followed if child abuse is suspected
- Develop a policy of openness with parents that involves consulting them about everything that concerns their children, and encouraging them to get involved in supporting the organisation wherever possible;
- Co-operate with any other child care and protection agencies and professionals by sharing information when necessary and working together towards the best possible outcome for the children concerned;
- Make links with other relevant organisations in order to promote child protection and welfare policies and practices