**YOUR LOGO HERE**

**Child Protection Guidance for Site Visits**

For those on site while young people are visiting, it is important to be aware of potentially difficult situations. By following the simple guidance outlined below it should be possible to ensure that the site is a secure environment for young people as well as site staff.

**SITES MUST:**

* Protect all young people from potential harm
* Manage them as you would all staff with regards to health and safety
* Assess risks to their health, safety and welfare

**SITES ARE BEST ADVISED TO ENSURE:**

* A child protection policy is in place

**YOUNG PEOPLE SHOULD BE GIVEN:**

* An introduction/induction to your site procedures and behaviour requirements
* Job competent responsible staff with a mature attitude to guide young people on the site
* Operatives who are reassuring, supportive, avoid over familiarity and who are thoroughly briefed on working with young people

**Physical contact**

There may be occasions when you need to have physical contact with a young person such as guiding them in carrying out a technical operation, these occurrences should be kept to a minimum and only if completely necessary.

**Behaviour**

Whilst it is important to reassure a young person who may be nervous on the site and reliant on your guidance, you should avoid being over familiar. Never permit behaviour which may cause embarrassment or fear.

**Environment**

Where possible avoid being on your own in an isolated or closed environment with a young person.

**Operative responsibility**

Those placed immediately in charge of young people should be competent in their work role, mature in their attitudes, and yet, at the same time, be at ease with them.

**Disclosure**

Occasionally young people may disclose information to you that gives rise to concern for their physical or emotional safety. In such situations you should speak to your line manager and share your concerns with an appropriate representative of the school.

**Disqualification**

You are required by law to protect children from harm and that any employees are required, under the criminal justice and court service act, to declare that they are disqualified from working with children.

**Social Networking**

Sites are reminded that in today’s world most young people are members of ‘Social Networking’ sites or other applications. It should be standard practice not to allow young people to use such sites/applications whilst on the site. Young people should not exchange their profile details with any staff members and no staff members on the site should accept such information from them. It is best practice to ensure staff are aware of this and to request that they do not try to access or find young people on such sites. These guidelines extend to the exchange of contact telephone number for calling or text purposes as well as personal contact details.