

Adults who work with me

Advice for children and young people about working with adults



Adults who work with me

All adults who have contact with children and young people in their work have to keep them safe.

Most adults are safe and work hard to make sure that all the children they work with are safe and have the best care possible.

The adults who work with children might be paid to do their job, or might be a volunteer with a club or could be a parent helper. You can expect the same behaviour and care from all adults whatever job or role they are doing.

Adults who work with children and young people should know the correct and safe ways to behave.

They should:

- keep children safe
- help other adults keep children safe
- make sure everyone knows how they should behave
- take action if an adult does something unsafe or doesn't behave in the way they should
- choose carefully who will be working with children
- have a high standard of behaviour even when they are not with the children or young people they work with
- be there to listen to children if they are worried.



2

It is important that I tell someone if I feel worried

Information

Adults who work with children and young people sometimes know things about those children that other adults wouldn't know. They will always look after the information they have.

Adults won't keep secrets about children when they are worried about them, and children and young people shouldn't either. Children and young people should always tell an adult if they are worried about their own safety or worried about someone else.

Adults are usually in charge because they need to keep children safe but adults should never make you feel frightened or worried. They shouldn't be unkind or make you do something you don't want to.



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Our homes

Children and young people shouldn't normally be invited into the home of an adult who works with them.

There are people who work with children in their own home – like childminders or private tutors, but parents would always agree the plans for this.

Children and young people should never be asked to do household chores/jobs for the adult who works with them.

Adults will not have any secret

contact (meetings, text messages, conversations, emails) with the children and young people they work with.

Adults who work with children and young people should never visit them in their own homes when this is not part of the work they do, or invite them to a friend's house.

If this happens, children and young people should tell the adult to contact their parents and not let them into the home.



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Presents and rewards

Sometimes children and young people are rewarded for doing well and their achievements are celebrated.

Any gifts or rewards should always be fair and given openly in front of others. Adults should not give secret presents or have favourite children.



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Relationships

Adults should never allow any kind of sexual relationship to begin with a child or young person.

They should never make sexual comments or remarks about or to a child or young person.

They should never talk about private or personal parts of their own relationships to the children or young people.

Sometimes young people become very fond of the adults that work with them. They sometimes feel like they are in love with the adult.

Adults will always keep young people safe and will not ever have a relationship with them.



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Communication

Adults who work with children and young people will not give out their details – like their address or phone number or email details to the children.

If an adult receives a request through email or a social network like Facebook or Twitter from one of

the children or young people they work with they will always say no.

Adults should not contact children or young people they work with by Facebook or Twitter.

Adults won't show children any adult websites or unsuitable material from the internet.



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Touch

Adults who work with children and young people will sometimes need to touch them as part of what they are doing.

Children have the right to say 'NO' to anyone who tries to touch them in a way that makes them feel uncomfortable or unsafe.

Touch should always be:

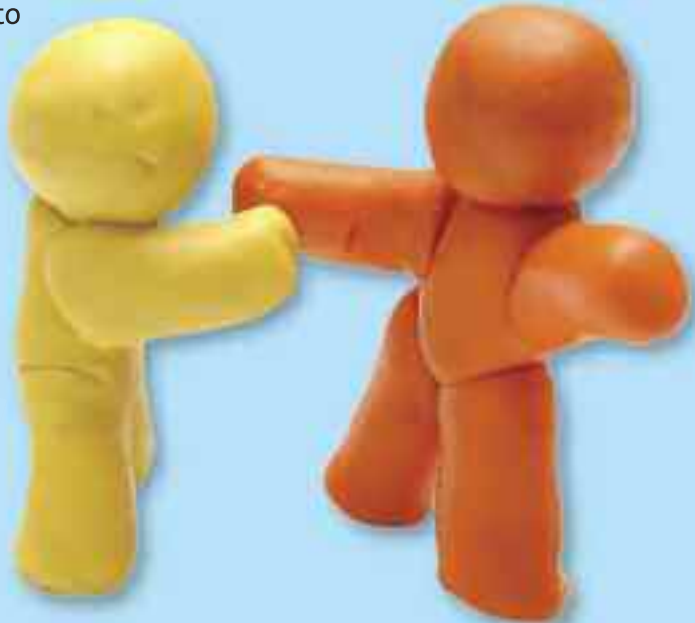
- safe and comfortable
- with the permission of the child
- open and never secret.

Adults will always want children and young people to be as independent as they can be, and do things for themselves whenever they can.

When a child or young person behaves in a dangerous or unacceptable way adults may need to stop this. They will do this with respect for the young person and there will be agreed rules about how to do this.

Even when a young person has done something wrong or is behaving in an unacceptable way adults will:

- intervene to keep everyone safe
- not hurt the child
- not use hurtful words.



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Caring for me

There are times when children and young people become upset or distressed. Adults who work with children will try to comfort and reassure them when this happens. For example, if a young child is crying after falling over.

This kind of comfort will always be given openly and never in secret.

Sometimes children who are upset do not want to be touched and adults will respect this.

Some children have adults who work with them who provide care for them, for example helping them when they go to the toilet, or providing medical care.

All children have a right to safety, privacy and respect when contact of a physical or intimate nature is needed. Children should be encouraged to act as independently as possible.




Adults providing this sort of care should always explain to the child what is happening. It would be an

agreed plan of care that the child and their parents know about.


If children become worried or upset by any sort of care given, they should tell another adult.

Children and young people are entitled to privacy and respect, especially when they are getting changed.

Adults will never:

-  change in the same place as children
-  shower or bathe with children
-  help with personal care the child can do themselves.

Adults should:

-  let children know if they need to enter a room where they are changing before they go in.

Adults will sometimes need to use first aid, for example if there has been an injury. It is best when more than one adult is in the room and parents will always be told about any first aid treatment given.

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One child and one adult

Sometimes there is a need for a one-to-one meeting without any other adults in the room.

This sort of work will happen in part of the building where other people

could see or check who is there. It will also be arranged with the child, their parents or the organisation the adult works for. One-to-one work might happen in other places too, but will not be secretive.

Transport and trips

When children travel in cars or other vehicles with the adults who work with them, it will always be a safe vehicle.





The adult will be safe to drive (not too tired, or after drinking alcohol for example) and there won't be any other unknown adults.

Adults who work with children and young people should not offer lifts to those children outside the work arrangements.

When there is a trip or an outing, adults will take extra care to supervise the children and young people they work with.

All the behaviour should stay the same as at other times. Children should feel safe.

Adults should:

-  have another adult on the trip
-  have parental consent for the activity or trip
-  have permission from parents for the activity or trip
-  not share a bedroom with children and young people.



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Photography and videos

Lots of groups that children and young people go to, take photographs and videos of them whilst they are there.

The equipment should always belong to the group or organisation and not to the adult.

- Pictures and videos will not be taken on a mobile phone
- The child and their parents will give permission for any photos or videos that are taken
- The pictures will be taken openly and not in secret



Talking about worries

It is really important that children and young people tell someone if they are worried, concerned or upset by the behaviour of an adult.

It might be difficult to speak out, but the child who says something will not get into trouble and adults should always do their best to help you.

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