



## **CLASP**

### **Children and Young People Safeguarding Policy**

Constitutionally CLASP is an organisation for adults and does not run or organise youth activities. However, from time to time children and young people may be present on sites or during other activities. In those cases this policy must be followed.

#### **Children:**

- Children 16 and under can only attend with their parent or carer who will be responsible for the child's safety and behaviour at all times on and off site, during activity and breaks.
- Children will wear appropriate clothing, including substantial footwear, at all times.
- The adult parent or carer must be a member of CLASP.
- A child under twelve will not enter trenches deeper than 400mm nor less than 1m wide.
- They will be kept well clear of mechanical diggers, mattocking and any other potentially dangerous activity.
- They may participate in other appropriate fieldwork.
- They must be under the direct supervision of their parent or carer at all times.
- CLASP reserves the right to deny children access to a particular activity for safety reasons, at the discretion of the site supervisor or other CLASP officer, whose decision is final.

#### **Young People:**

- Young people over 16 and under 18 may attend without a parent or carer but only with their parent/carer's explicit consent.
- Their parent or carer will be responsible for their transport to and from site and for providing the young person with appropriate clothing and shoes.
- CLASP reserves the right to deny a young person access to a particular activity for safety reasons, at the discretion of the site supervisor or other CLASP officer, whose decision is final. This includes mechanical diggers and mattocking.

#### **When children and young people are present:**

- CLASP members should at all times avoid being alone with a child or young person unless they are the child or young person's parent or carer. This is basic common sense and safeguarding 101 in all areas of daily life and not exclusive to CLASP.
- When undertaking an activity together with a child or young person (who is not their own child or young person) CLASP members should remain in sight of other adults, including during breaks.

- CLASP members should not offer lifts to children or young people unless in direct and personal liaison with the child/young person's parent or carer, in which case this is the parent's or carer's responsibility and not that of CLASP.
- In cases of medical emergency, if a young person requires urgent transport for medical treatment, then two CLASP members must be present. Similarly if planned work is unexpectedly curtailed then young persons must remain with a minimum of two members until arrangements can be made to get them to an appropriate place of safety.

Organised Group Visits:

Nothing in this Policy shall preclude organised school or similar visits to CLASP sites providing children and/ or young persons are properly supervised at all times by adequate numbers of teachers or other staff. Visiting groups will abide by the direction of the Site Supervisor and other CLASP officers at all times.

Future widening of CLASP's activities:

This policy will cease to be sufficient if at any point youth activities are commenced or the presence of young people is otherwise actively encouraged. If that were to happen, more detailed policies and DBS checks will become required.

Policy adopted at the CLASP Trustees' Meeting of 20 October 2020

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**Trustees:** Rob Close (Chair), Stephen Young (Archaeology Director), Angela Evans (Treasurer), Marcus Lewis, Jim Aveling, Salma Pervez, Norman Garnett, Nicola Bacchus, Steve Bacon, Rosemary Daniel

**Secretary:** Trevor Saxby

**Organising Committee:** Rob Close (Chair), Jim Aveling (Secretary), Julia Johns (Membership Secretary)