

## Our Child Protection Policy

We in **West Cork Arts Centre** want to make sure that all children and young people who come to **Uillinn** are safe and are protected from harm. We call this our Child Protection Policy.

### Children and young people have a right to:

- ✓ Be safe.
- ✓ Be listened to.
- ✓ Be treated with fairness and respect.
- ✓ Be free from bullying.
- ✓ Get help and support if you've been hurt, neglected or badly treated.

Everyone working in **West Cork Arts Centre** respects these rights. This is part of our **Code of Behaviour**.

Our Child Protection Policy says that if anyone is worried that a child or young person is being hurt, bullied or abused, they should talk to **Justine Foster, Designated Child Protection Person**. **Justine** can be contacted at 02822090 or in the office of West Cork Arts Centre, Skibbereen.



**Abuse is not the fault of the person who is being hurt and nobody ever has the right to abuse anybody else.**

If we are worried that a child or young person is not safe or might be harmed, we will talk to people who can help. If this happens, **Justine Foster**, our Designated Person will explain what is happening.

If you are worried about yourself or another child or young person, the most important thing is to talk to someone about it. The information you share will be kept private and only shared with people who need to know and can help.

**Remember: Abuse is never your fault.**

If you or someone you know is being abused in any way, the best thing you can do is talk to someone who can help.

## Bullying

At West Cork Arts Centre we do not allow bullying. Bullying is **NEVER** your fault, and never something that you deserve - you should be able to feel happy and safe wherever you are.

Bullying can be someone:

- Calling people names or saying hurtful things.
- Taking money or food from you.
- Swearing at you.
- Pushing you around.
- Hurting your body in any way, such as pushing, pinching, punching or kicking you.
- Leaving you out or ignoring you.

## Making a complaint

We welcome comments and suggestions from children, young people, parents and others. If you are worried or upset by something that happens here you can make a complaint. Ask at reception for Justine Foster. We will listen carefully to your complaint

**Remember** - if you or someone you know is being abused in any way, the best thing you can do is talk to someone who can help.

## Our Code of Behaviour

Our code of behaviour helps us to make sure that everyone at **West Cork Arts Centre** is safe and free from harm.

### For Children and Young People

- Co-operate with leaders instructions.
- Be punctual and stick to the agreed timetable
- Listen to and respect the opinions of others
- Do not tolerate bullying.
- Respect other participants and adult leaders
- Abide by any Group Contract created during a programme at WCAC
- Be open to mixing with new people from a range of different backgrounds
- Commit to the programme in full
- Let a Welfare Officer know if you have a concern or a problem
- Respect the building and spaces to help ensure they remain in good condition
- Report any Incidents or Accidents to the Welfare Officer

- Never act in a manner that is disruptive to the group or use language that may offend another participant or a leader
- If you are taking photos or video of other participants, be careful how you use them.
- Do not identify anyone in any images you post or post a comment, photograph or footage that could cause hurt or embarrassment to another participant

### **For Adults and Leaders**

- Treat everyone fairly.
- Listen to what children and young people have to say.
- Work to create an environment where young people feel comfortable, accepted and able to express themselves freely.
- Be age appropriate
- Provide encouragement and support to all young people regardless of their ability.
- Create and enforce the group contract/rules
- Ensure you are adequately prepared
- It is never acceptable to use an individual's personal trauma as material for art process.
- Be aware of your own level of competence and expertise.
- Be aware that the work you do with the group and how you conduct yourself will have a bearing on the reputation of WCAC.
- Be aware of participants' level of comfort when doing exercises that require physical contact.
- Evaluate and reflect on your practice. Include the opinions and feedback of young people when evaluating the work.

**Thank you for taking the time to read this information.**