

10Radio Child Protection Policy and Procedure

10Radio aims to provide high quality radio listening for members of the community of all ages as well as the opportunity to get involved in supporting, making and broadcasting radio programmes. The involvement of young people in our activities is important. We (i.e. everyone involved in 10Radio) need to ensure that they are safe at all times. In order to achieve this we will:

- Appoint a person to be responsible for coordinating our child protection policy. Their contact details will be displayed at the 10Radio studio.
- Ensure that programmes broadcast before 9pm provide suitable listening for children.
- Require any person aged 13 or under to be accompanied by and remain under the care of their parent or carer (e.g. legal guardian, teacher or person nominated by their parents) while in 10Radio premises or attending a 10Radio event.
- Ensure that children under the age of 18 are accompanied by an adult when presenting live programmes. (This is to reduce the risk of young people compromising themselves or breaching broadcasting rules).
- Make everyone aware of any risks involved when using our equipment.
- Prevent physical, emotional and sexual abuse or neglect by implementing good practice and behaviour. In particular: this policy will be prominently displayed in the studio; all children will be treated with respect; we will ensure everyone understands their responsibilities in being alert to the signs of abuse and referring any concerns to the person responsible for child protection; we will avoid situations where a child is or feels vulnerable to abuse e.g. through extended one-to-one working; no person involved in 10Radio will take a child away from our premises or events without their parent's or carer's consent.
- When recruiting staff and contractors who will have significant contact with children under the age of 18 we will follow good practice re disclosure of work history, interviewing, CRB checks and take up of references.
- This policy also applies to vulnerable adults.

In the event of suspected or alleged abuse:

- The person responsible for child protection should be informed immediately.
- The responsible person will set up a record of the event. This will include: the name of the child; parent/carers details; child's address; relevant phone numbers; what is said to have happened or what was seen; when it occurred; who else was there; what was said by those involved; whether there is any actual evidence e.g. bruises, cuts, changed behaviour; who has been told about it; what was concerned; was the child able to say what happened; whether the parents / carers / police have been informed.
- The responsible person may consult initially with a statutory child protection agency such as the local children's service authorities or health board, or the NSPCC Helpline, to test out any doubts or uncertainty about the concerns. They will then make a formal referral to a statutory child protection agency or the police. It is NOT the person's role to decide whether a child has been abused or not.
- All records will be confidential and kept in a secure location.