

## **Handout for instructors coaches and volunteers-**

### **Good practice guide (2019)**

This guide covers the essential points of good practice when working with children and young people. You should also read the RYWCs Child Protection and Policy Procedures.

- Avoid spending any significant time working with children in isolation.
- Do not take children alone in a car, however short the journey.
- Do not take children to your home as part of your organisation's activity.
- Where any of these are unavoidable, ensure that they occur with the full knowledge and consent of someone in charge of the organisation or the child's parents.
- Design training programmes that are within the ability of the individual.
- If a child is having difficulty with a wetsuit or buoyancy aid, ask them to ask a friend to help if possible.
- If you do have to help a child, make sure you are in full view of others, preferably another adult.

#### **You should never:**

- Engage in rough, physical or sexually provocative games.
- Allow or engage in inappropriate touching of any form.
- Allow children to use inappropriate language unchallenged, or use such language yourself with children.
- Make sexually aggressive to a child.
- Fail to respond to an allegation made by a child, always act.
- Do things of a personal nature that children can do for themselves:
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It may sometimes be necessary to do things of a personal nature for children, particularly if they are very young or disabled. These tasks should only be carried out with the full understanding and consent (where possible) and their parents/carers. In an emergency situation which requires this type of help, parents should be fully informed. In such situations it is important to ensure that any adult present is sensitive to the child and undertakes personal care tasks with the utmost discretion.