

Appendix 4

Guidance to Parents and Carers of attendees at Forest Fold Baptist Church

Parents are responsible for their children, and carers for vulnerable adults, at all times whilst they are in the church environment, until an Activity Leader accepts them into a small group event. e.g. Crèche, Rooted, Thrive, Young People's Group. Once accepted by an Activity leader they are in FFBC's care until the Sunday service or activity has finished.

Specifically, parents are responsible for their child in what is perceived as the higher risk times before and after Sunday School and the formal part of the church service, when parents may be socialising. These times are not supervised by FFBC leaders.

Parents should note that the following actions are deemed acceptable behaviour for FFBC team members, and may be applied to a child in our care:

- Assuming children are toilet trained and capable, they will be allowed to go to the toilet alone, and their absence monitored.
- Assuming children of Nursery school age or below may require assistance in the toilet, this will be offered and provided by a member of the team who holds a current DBS, specifically at the child's request.
- Children or vulnerable adults who may be upset or suffering a minor injury will be comforted appropriately, and provided with basic first aid if necessary.
- Children or adults suffering a serious injury will be treated appropriately, whilst the parent, carer or relative is summoned. Treatment may include all necessary first aid methods to preserve life and will be given on the basis of a good Samaritan, not necessarily from a trained first aider.
- Children or vulnerable adults whose behaviour may present a risk of injuring themselves or others may be carefully and reasonably restrained by one or more of the FFBC team, with the minimum of force believed to be necessary and proportionate to the risk presented, whilst the parent, carer or relative is summoned.

Parents of children, or carers of vulnerable adults, with extreme allergies, medical conditions and behavioural issues must make team leaders aware of all conditions at the start of each term. In such situations, Activity Leaders must be provided with appropriate medical devices (inhalers, EpiPen's) and instructed by the parent in their correct use, provided they are happy to accept that responsibility. All medications must be in date and clearly labelled with the child's name and the leaders provided with written instruction and permission to dispense them. Children and adults may be offered sweets, biscuits, and home-made foods whilst in FFBC care. These may contain nuts.

Parents and carers have the right to ask the Activity leader to apply different guidelines for their child or vulnerable adult, which the Activity leader has the choice to accept if workable.