

Britain Yearly Meeting Children and Young People's Work Event & Activity Management Policy Procedures & Guidance 13



This policy applies to all Britain Yearly Meeting centrally managed work with children and young people (see <http://www.quaker.org.uk/event-and-activity-management>)

Boundaries

All BYM events will have boundaries that participants aged 11 and over are required to sign as a condition of their participation in the event. For those aged under 11 there will, if appropriate, be boundaries which a parent will be required to sign.

- Boundaries are designed to ensure that there is a safe and inclusive community at events. They are important for enabling everyone to consider what impact their behaviour might have on others. Respecting the boundaries will ensure that all individuals within the community have a safe and happy time.
- Boundaries may include: the use of alcohol, tobacco and illegal substances; acceptable and appropriate language and behaviour; boundaries relating to the venue; boundaries relating to the programme and participation in activities. This is not an exhaustive list.
- It is likely that there will be different sets of boundaries for different age groups at the same event (see below for examples of these).
- Upholding boundaries is the responsibility of all those at an event, including participants, volunteer team members and staff. Managing incidents of boundary breaking is the responsibility of staff or, where applicable, under 20 team members supported by staff.

Example Boundaries & Confidentiality for 0 to 12 year olds

- We want to make YMG safe, fun and interesting for everybody who comes. This is about things that we can all do to help make this happen.
- We are going to be part of a big group, a community, like a family. This means that we have to think about other people and what they need. What we do can give people a good time or a bad time. We want everybody to have a good time. We will all need to be kind and thoughtful.
- This means:
 - Use kind words - don't use words that hurt people
 - Everyone needs a safe space – play games that everybody can be part of. Some games can be scary for some people.
 - Remember that people of all ages need quiet to rest – especially early in the morning and at the end of the day.
 - You need rest as well so that you can enjoy everything you do.
 - Everybody is your neighbour and you are everybody's neighbour – even people you find a bit difficult.
- Sometimes you might need to talk about something that worries you. You can tell the adults looking after your group. If somebody tells you something that worries you can tell one of these adults. They might need to talk about it to the people who help them.
- Participant Agreement:
All those who are part of the groups for children at YMG need to agree to do their best to keep to these ways of looking after other people and themselves:
- Responsible Adult Agreement
During programme time the CYP programme team will work in ways which help to make sure people are looked after and can look after others. We ask responsible adults to sign below to indicate your agreement to help your child keep these ways of looking after themselves and other people everybody and themselves.

Example Boundaries & Confidentiality for 12 to 15 year olds

When we live in community with other people we need to think about the needs of other people, and think about the impact our behaviour might have on others.

Confidentiality

We aim to create a safe and trusting community, where we can share feelings and thoughts, which are important to us. The Children Act, which is a law about the protection of young people, applies at Britain Yearly Meeting events. If a member of the team is aware that an individual is at risk of harm, they must tell those leading the event. The event leaders may need to do something about concerns that have been raised. If a member of the team is worried about you and needs to share what you have told them they should explain this to you, unless doing so would put you at risk. If they are sharing information they should tell you who they will be telling and what will happen next.

Boundaries

At BYM we will aim to create a safe, fun and inclusive community. Respecting the boundaries will help to ensure that all individuals within our community have a safe and enjoyable time.

Respect other people. This is an important part of being a community so we ask that participants:

- Use inclusive language and behaviour.
- Respect the space of others.
- Avoid games that involve strong physical contact or contact that could be misunderstood.
- To understand that sexual activity is not allowed and remember that things such as kissing and other physical contact can be inappropriate as they may make others feel uncomfortable.

Respect your surroundings. It is each person's responsibility to ensure that the rooms we are using and the outside spaces are kept tidy. Please clear up after yourself, and help out with tidying group areas.

Alcohol, illegal drugs and smoking.

- Possession of alcohol and illegal substances is not permitted in any container, including yourself, at any time during the event.
- Smoking is not permitted unless you have your parents written permission in advance.

Programme.

- You should not go off site at any time outside of timetabled activities.
- You should attend all timetabled activities and participate as fully as you can.
- For safety reasons it is important that the team knows where you are.
- If you bring your phone, please keep it off during timetabled activities and keep your use of it to a minimum during the event.
- Other exclusive devices like mp3 players should also be switched off during timetabled activities.

Accommodation. Bedrooms will be single sex at all times.

Quiet. The site, including the bedrooms, must be quiet after 10:30pm and bedtime is 11:00pm.

Agreement. It's important that all who attend (volunteers and participants) follow the above boundaries. If we do so we can all enjoy BYM. You should:

- Indicate that you agree to follow these boundaries by signing below.
- Remember the boundaries in how you behave during the event.
- Accept responsibility for the consequences of breaking any boundary.

Example Boundaries & Confidentiality for 15 to 18 year olds

All who attend JYM need to agree to abide by the stated boundaries and accept responsibility for the consequences of any breaking of these boundaries. Please read and sign below to indicate your agreement.

Confidentiality

We aim to create a safe and trusting community, where we can share feelings and thoughts, which are important to us. The Children Act, which legislates for the protection of young people, applies at Britain Yearly Meeting events. It requires that if a member of the team is aware that an individual is at risk of serious harm, as a member of the team they are required to inform those responsible for the pastoral care of participants. These individuals may need to take action in response to concerns that have been raised. If a member of the team is concerned about your safety and needs to share what you have told them they should explain this to you, unless doing so would put you at risk. If they are sharing information they should tell you how they will be recording this concern, who they will inform and what will happen next.

Participants should be aware that there is a pastoral support structure from which members of the team may seek support over general participant concerns, needs or issues.

Boundaries

At JYM we aim to create a fun, safe and inclusive community. It is therefore important for everyone to consider what impact our behaviour might have on others. Respecting the boundaries will ensure that all individuals within our community have a safe and happy time.

Community: Respect for others is part of being a community so we ask that participants: use inclusive language and behaviour, respect the space of others (i.e. avoiding games that involve strong physical contact or contact that could be misunderstood) and recognise that sexual activity is inappropriate at this event.

Venue: Please clear up after yourself and help out with tidying group areas. Respect your surroundings.

Alcohol & illegal drugs: Possession of alcohol and illegal substances is not permitted in any container, including yourself, at any time during the event.

Smoking: We do not encourage smoking at CYP events and we will support those who wish to give up. There will be a designated smoking area; this is not a social space. Please only smoke in this area and keep it tidy. Please do not offer cigarettes to others and only smoke in your free time.

Programme: We ask you not to go off site at any time – outside of timetabled activities please keep away from all activity equipment at the Pioneer Centre. You should attend all timetabled activities and be prompt for them. If you bring your phone, please keep it off during timetabled activities and keep your use of it to a minimum during the event. We also ask that other exclusive devices such as mp3 players be switched off.

Accommodation: Bedrooms should be single sex at all times. The site must be quiet after 11:00pm, including the bedrooms and adjacent lounges. There will be a late night area available until 12:00am, on the last night this area will be available until 12:30am. If you use this area please ensure you are quiet on returning to your room.

It's important that each of us is able to follow the above boundaries. **If we all adhere to these boundaries we can all enjoy JYM.**

You should indicate your agreement to these boundaries by signing below and upholding this agreement in how you conduct yourself during the week.