

1. OVERVIEW

The Club exists to encourage an interest in Photography, both within its membership and in the wider community. In this context, young people are very welcome to join Wakefield Camera Club and take part in its activities, Young Members are defined as young people from the age of 13 up until they become 18 *. The Club has a legal duty of care to such young people and vulnerable adults, to create a safe environment, in which they are listened to and encouraged to participate. In order to safeguard the interests of all members the following policy shall apply.

2. THE SAFEGUARDING VULNERABLE GROUPS ACT 2006

This legislation covers the protection of both children and vulnerable adults. For the purpose of the Act, a child is defined as a person under the age of 18. The legislation aims to protect these groups with respect to:

- Sexual abuse.
- Emotional abuse.
- Physical abuse.
- Health and safety issues.
- Protection of personal data

The Department of Health defines a vulnerable adult 'as a person aged 18 or over who may need community care services because of a disability (mental or other), age, or illness.'

'A person is also considered vulnerable if they are unable to look after themselves, protect themselves from harm or exploitation or are unable to report abuse.'

3. ATTENDANCE AT MEETINGS

Young Members, Vulnerable Adults and visitors under 18 years of age must be accompanied at all regular club, other club meetings and other events by a parent or guardian, or an adult with the specific agreement of the parent or guardian who will be responsible for their safety at all times. This applies to club outings, visits to other clubs and ad hoc meetings at members' homes.

When joining the club, the membership application form must be signed by their parent/guardian to signify acceptance of this policy. If the Young Member or Vulnerable Adult is not to be accompanied at meetings by their parent/guardian, the designated responsible adult(s) taking their place should be named on the membership form

4. CLUB PROGRAMME

During the Club's Annual Programme, portfolios of work covering a wide range of photographic styles and content are frequently shown at meetings. The range of content of these images are expected to be similar to those shown to the public in exhibition galleries. Whether or not images are inappropriate should be judged within this context.

We will make parents of children or vulnerable adults aware of any events or activities which may be considered inappropriate. Wakefield Camera Club will always seek

permission from the parent or legal guardian when publishing images and identifying that child.

5. HEALTH AND SAFETY

All members of the club should take reasonable care to consider the health and safety of children and vulnerable adults who are members or visitors to the club. Neither should be asked to handle or operate equipment for example, which might be beyond their capability.

6. REPORTING INCIDENTS OR ALLEGATIONS

Allegations concerning incidents set out in section (2) of this policy should be reported to any member of the committee, who in turn should pass these on immediately to the President. The President shall liaise with the committee in deciding what action should be taken. This could include sharing information about concerns with agencies who need to know such as police or social services and involving parents or guardian and children appropriately. A copy of all written records, reports, notes, and correspondence relating to any incident, should be kept by the Secretary.

7. CONFIDENTIALITY OF PERSONAL INFORMATION

A database of members' contact details is maintained by the club treasurer. Care is taken to protect this information, which is not published or circulated to the club membership and is only supplied to a member if the secretary agrees that this is justified. The contact details, including email address, of any child member will be integrated into this database, unless a request for its omission is received from the child's parent or guardian, through the completion of the relevant section of the Membership Form.

8. POLICY REVIEW

This policy will be reviewed each year at the AGM or immediately after any reported incident.

** Young Members are defined as young people from the age of 13 up until they become 18.*

Eligibility however for the Young Photographer Competition is defined as being for those members who are 18 or under at the beginning of the calendar year. (WCC Rules and Entry Guidelines 3.1.1a.)