

Base Youth Centre Policy Statement

18.12.17

The Base Youth Centre (BYC) Management Committee is committed to equality and diversity. The BYC is open to all, regardless of age, colour, disability, ethnic origin, sex, gender reassignment, nationality or national origins, race, religion or beliefs.

The BYC Management Committee will not tolerate attitudes and behaviour that amount to discrimination on the above grounds.

Equality and diversity is about accepting people's differences and creating an environment in which all can thrive and contribute. The Base Youth Centre is committed to ensuring that all feel valued, that the skills and talents of individuals are recognised and fully utilised and that the environment in the club is productive and rewarding. The Youth Centre is a place where there is respect for difference in culture and experience.

All leaders will be made aware of the contents of this policy as part of the induction process. The BYC Manager will be active in making sure all its policies and procedures are fair and no member is disadvantaged when participating in the club activities it provides.

The Base Youth Centre is also aware of how people can be subject to harassment on a wide variety of grounds and take many forms. Harassment is a physical, verbal or non-verbal action which is unwelcome, unwanted and offensive to the recipient and has the effect of violating their dignity and creating an intimidating, hostile, degrading, humiliating or offensive atmosphere for that person. This can include embarrassing or offensive jokes, unwelcome physical contact or sexual advances, the expression of racist, homophobic views, lewd comments and innuendo and sending offensive text messages.

The BYC Management Committee is responsible for implementing this policy and upholding its principles in everything it does.

Procedures

The BYC Management Committee will ensure that:

- Respect for other people is promoted and everyone is treated fairly
- Young people and adults are able to meet together in a positive and accepting environment where they are safe from harm, abuse, harassment and intimidation
- Young people and adults recognise and challenge prejudice and discrimination
- This policy is monitored to ensure that all legal requirements are met and that this policy is implemented properly and understood by all
- We take incidents, including those of harassment and bullying seriously
- Any issues of inequality, harassment or discrimination should be reported to the BYC Manager and Chair of the Management Committee, who will enable the parties involved to give their version of events before considering further action
- The Manager will respond quickly and impartially to such issues after consulting with the Chair of the Management Committee and/or the County Association, if necessary
- We take safeguarding the young people and health & safety within the centre very serious. We want everyone who uses the centre to know they are doing so in a safe, secure environment.

Open Door Policy

This statement relates to Whistle Blowing and must be made known to all who work for, or with, The Base Youth Centre.

- Our open-door policy encourages and enables anyone employed by or volunteering with The Base Youth Centre to raise serious concerns within the club rather than overlooking a problem without concern of retaliation. Employees/volunteers are often the first to realise that there is something seriously wrong and the BYC Manager will treat any concerns raised confidentially and support the person raising them and report to the Chair of the Management Committee if necessary.
- The reporting process will be the same as for complaints and safeguarding with feedback being offered until a satisfactory conclusion is reached.
- The BYC & Management Committee operates under a policy of confidentiality, however, under no circumstances can any individual working with the youth centre keep confidential any information that raises concern about the safety and welfare of a young person or anyone volunteering within the youth club.
- All leaders and helpers must be aware that they have a responsibility to share information with other agencies i.e. Action4Youth, Hampshire Children's Services, Safeguarding Board, in order to safeguard young people in accordance with the Information Sharing Policy of the Children's Trust.
- All leaders and helpers must be aware that they cannot promise a child that they will keep secrets.