

## **CAMERON KIDS ASSOCIATES CHILD PROTECTION POLICY**

The welfare of care of the youths on Cameron Kids Associates books is of the utmost importance. All children, whatever their age, culture, disability, gender, language, racial origin, religious beliefs and/or sexual identity have the right to protection from abuse. With this in mind all Production staff , Chaperones are fully aware of all child protection laws and are required to be PVG checked before being allowed on set or working on a production where youths are required

The talent agent has a duty of care to safeguard all children involved in tv & Film from harm. All children have a right to protection and the needs of disabled children and others who may be particularly vulnerable must be taken into account. We have a proceeded in place if we believe the Child or youth is believed to be in any harm both on set or in their home life. We take all that a child says seriously and will action anything with then local authorities if we see it necessary.

Every chaperone booked with Cameron Kids Associates follows the Child Protection guidelines and Act of 1989.

Please note that a child is defined as under 18.

### **Cameron Kids Associates will encourage the following:**

- Always working in an open environment (e.g. avoid private or unobserved situations while on set and in holding and always have another person present).
- Treating all young people/disabled adults equally, and with respect and dignity.
- Always putting the welfare of each young person first,
- Making tv & Film life fun, enjoyable and promoting fair play.

- Ensuring that if any form of manual/physical support is required, it should be provided openly and according to guidelines provided by the TV & Film Association. Care is needed, as it is difficult to maintain hand positions when the child is constantly moving. Young people should always be consulted and their agreement gained. Some parents are becoming increasingly sensitive about manual support and their views should always be carefully considered.
- Keeping up to date with the technical skills, qualifications and insurance in tv & Film.
- Involving parents/carers wherever possible. This includes the parents being in charge of all profiles and booking and all correspondence.
- Private changing rooms for all youths away from adults will always be provided on set and we will never accept anything less. If groups have to be supervised in the changing rooms, always ensure parents, chaperones or officials work in pairs.
- Being an excellent chaperone – this includes not smoking or drinking alcohol in the company of young people as this is also not permitted on set.
- Giving enthusiastic and constructive feedback rather than negative criticism. This will come from both the agent, Director, 2nd AD and any production member on set. Allowing the child to enjoy the experience.
- Keeping a written record of any injury that occurs, along with the details of any treatment given. This will be held by production but also passed on to us in the office.

## **Cameron Kids Associates will Not accept the following:**

- Engage in rough, physical or sexually provocative games
- Share a room with a child.
- Allow or engage in any form of inappropriate touching.
- Allow children to use inappropriate language unchallenged.
- Make sexually suggestive comments to a child.
- Reduce a child to tears as a form of control.
- Allow allegations made by a child to go unchallenged, unrecorded or not acted upon.
- Do things of a personal nature for children or disabled adults that they can do for themselves.
- Any harm, violence or discriminatory actions to another youth, adult on or off set.

## **Recruitment and selecting Chaperones**

Cameron Kids Associates recognises that anyone may have the potential to abuse children in some way and that all reasonable steps are taken to ensure that unsuitable people are prevented from working with children. When undertaking pre selection checks the following should be included:

- All chaperones should complete an application form. This will elect information about an applicant's past and a self disclosure about any criminal record.
- Consent should be obtained from an applicant to seek information from the Criminal Records Bureau (PVG CHECK).
- Two confidential references, including one regarding previous work with children. These references will be contacted.
- Evidence of identity (passport or driving licence with photo)

Chaperones will report any suspicion that a child has been abused by either a member of the team or production whether they are paid or a volunteer.

Depending the situation and the severity of the situation the local authorities might need to be contacted and the parents advised.

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