

MAGDALEN FARM STRINGS

SAFEGUARDING & CHILD PROTECTION POLICY



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Date of last review: December 2024



Aims

- Magdalen Farm Strings considers that the welfare of the child is paramount and it is the duty of members, staff and volunteers under HM Government's Working Together to Safeguard Children 2023 to implement this policy, and to ensure that it has in place appropriate procedures to safeguard the well-being of children and young people and protect them from abuse.
- Within its services and programme Magdalen Farm Strings regulate their activities to comply with the Children's Act 2004 recognising that children have the right to be healthy, stay safe, enjoy and achieve, make a positive contribution and have economic well-being.

SECTION A: Child Protection Guidelines

1. Implementation and Monitoring

- The Designated Safeguarding Lead (DSL) will take the lead responsibility for safeguarding children within the setting and liaising with local statutory children's services as appropriate.
- A deputy DSL will be appointed to take the role of the DSL in their absence.
- The DSL and deputy DSL must attend an advanced inter-agency child protection training course, which must be updated at least every 2 years.
- All staff and volunteers are to understand child protection procedures and have read Magdalen Farm Strings' Safeguarding & Child Protection policy. There will also be an annual staff induction to update all staff on child protection and safeguarding matters prior to the start of the course.
- The setting will review this policy annually, to ensure it is up to date and is being implemented correctly.
- If the DSL is uncertain about concerns about a child, they should contact Children's Advice and Duty service (ChAD)

Designated Safeguarding Lead (DSL) name: Poppy Orr-Ewing

Deputy DSL name: Polly Orr-Ewing



2. Definitions of Abuse:

Child abuse is any action by another person – adult or child – that causes significant harm to a child. The 1989 Children Act recognises four categories of abuse:

- **Physical Abuse** – a form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child, or failure to prevent physical injury. Physical harm may also be caused when a parent or carer fabricates the symptoms of or deliberately induces illness in a child.
- **Sexual Abuse** – involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching the outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse. Sexual abuse can take place online and technology can be used to facilitate offline abuse. Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children (see Peer on peer abuse).
- **Emotional Abuse** – the persistent emotional maltreatment of a child as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only in so far as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or "making fun" of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing a child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.
- **Neglect** – the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:
 - a. Provide adequate food, clothing, and shelter (including exclusion from home or abandonment).



- b. Protect a child from physical and emotional harm or danger.
- c. Ensure adequate supervision (including the use of inadequate caregivers).
- d. Ensure access to appropriate medical care or treatment.

It may also include neglect of, or unresponsiveness to a child's basic emotional needs.

Safeguarding issues:

- **Historical Abuse**

There may be occasions when a child will disclose abuse (sexual, physical, emotional or neglect) which occurred in the past. This information needs to be treated in exactly the same way as a disclosure of current child abuse. The reason for this is that the abuser may still represent a risk to children now.

- **Domestic Abuse**

Any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence, or abuse between those aged 16 or over who are or have been intimate family partners or family members regardless of gender or sexuality. The abuse can encompass but is not limited to psychological; physical; sexual; financial and emotional.

Exposure to domestic abuse and/or violence can have a serious, long lasting impact on children. Children experiencing this may demonstrate many of the symptoms listed in Section B. Staff will need to treat them sensitively, record their concerns and consider informing Children's Advice and Duty service (ChAD) (contact details in Section E).

- **Female Genital Mutilation (FGM)**

All agencies have a statutory responsibility to safeguard children in terms of preventing girls from FGM and identifying children who have already survived the procedure. It is important that staff are aware of what FGM is and the signs to look out for in girls at risk of the practice. Being able to identify girls who are at risk needs a sensitive approach. For more information, please go to the NSPCC FGM page: <https://learning.nspcc.org.uk/child-abuse-and-neglect/fgm>

Consider whether any other indicators exist that suggest FGM may take place or has already taken place, for example:

- The child has changed in behaviour after a prolonged absence from the setting;
- The child has health problems, particularly bladder or menstrual problems;
- The child has difficulty walking, sitting, or standing and may appear to be uncomfortable.



If a girl is at immediate risk of FGM taking place, it is a significant child protection issue and must be reported to the police. For more information on this topic, see the online South West Child Protection Procedures or NSPCC Contact details are in Section E.

• **The Prevent Duty/Radicalisation**

All children and particularly those children who have/are being abused are vulnerable to radicalisation and extremism. Magdalen Farm Strings is committed to building children's resilience and promoting Core British Values throughout all its activities and programme. Magdalen does this by providing and encouraging Democracy, the Rule of Law, Individual Liberty, Respect and Tolerance. Magdalen Farm String's work is underpinned by the core values to help stop children becoming terrorists or supporting terrorism as outlined in PREVENT.

It is essential that staff members are able to identify children who may be vulnerable to radicalisation and to know what to do when they are identified. Staff must know the following possible signs of radicalisation:

- isolating themselves from family and friends.
- talking as if from a scripted speech.
- unwillingness or inability to discuss their views.
- a sudden disrespectful attitude towards others.
- increased levels of anger.
- increased secretiveness, especially around internet use

There is no single way of identifying an individual who is likely to be susceptible to a terrorist or extremist ideology. As with managing other safeguarding risks, staff should be alert to changes in children's behaviour which could indicate that they may be in need of help or protection. It is important to take action if staff observe behaviour of concern. The Police Prevent Team can give advice, contact 01278 647466 or ring 101 and ask for the Prevent team, explaining you are calling about extremism or radicalisation.

In addition, safeguarding action may be needed to protect children against:

- Bullying, including online bullying (cyberbullying) and prejudice-based bullying
- Racist, disability and homophobic or transphobic abuse
- Gender-based violence/violence against women and girls
- Peer on Peer Abuse (bullying, physical abuse, sexual violence, sexual harassment, up skirting, sexting, and initiation/hazing)
- Child Sexual Exploitation
- Modern slavery/trafficking
- Child Criminal Exploitation and County Lines (Serious violence)

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- Gang activity or youth violence
- Risks linked to using technology and social media, including online bullying; the risks of being groomed online for exploitation or radicalisation; and risks of accessing and generating inappropriate content, e.g.: “sexting” and accessing pornography
- Teenage relationship abuse
- Substance abuse
- Poor parenting
- Homelessness
- Forced marriage
- So-called “honour-based” abuse (this includes Forced Marriage, FGM and Breast Ironing)

There are a range of approaches to safeguarding, these include:

- ACES – Adverse Childhood Experiences (ACEs) are stressful experiences occurring during childhood that directly harm a child or affect the environment in which they live. Recognising and understanding the impact of trauma informs an approach to building resilience.
- Contextual Safeguarding is an approach to understanding, and responding to, young people’s experiences of significant harm beyond their families. It recognises that the different relationships that young people form in their neighbourhoods, schools and online can feature violence and abuse.



SECTION B: Protecting Children and Young People

Recognising Abuse

Recognising abuse is one of the first steps in protecting children and young people and there could be signs or behaviour that make you feel concerned. All staff should be alert to the following situations and types of behaviour in children:

- Becoming excessively aggressive, withdrawn or clingy;
- Seeming to be keeping a secret;
- Significant changes in a child's behaviour;
- Deterioration in a child's well-being;
- Unexplained bruising, marks or signs of possible abuse or neglect;
- Unreasonable fear of certain people or places;
- Acting out in an inappropriate way, perhaps with adults, other children, toys or objects;
- Comments which give cause for concern, e.g.: inconsistent explanations of bruising, injuries or burns;
- Self-harm;
- Sexually explicit language or actions;
- Being upset, withdrawn or angry after using the internet or texting;
- Going missing, particularly on repeat occasions.

Vulnerability

Some children may be more vulnerable to abuse for a range of reasons, so staff need to be alert to these.

- Disabled children. Staff should be vigilant regarding possible signs of abuse relating to disabled children and not automatically assume that signs relate to their impairment.
- Special Educational Needs children/children with behaviour issues
- Looked after children/children in care
- Homelessness
- Children with allocated social worker or family support worker
- Young carers
- Mental Health
- Children from abroad
- Children isolated and unsupported for a range of reasons

This list is not exhaustive, and vulnerability is a changing situation and can affect any child.



Not all concerns about children or young people relate to abuse, there may well be other explanations. It is important to keep an open mind and consider what you know about the child and their circumstances.

If you are worried, it is not your responsibility to investigate and decide if it is abuse. It is your responsibility to act on your concerns and discuss them with the DSL.

1. What to do if Abuse is Disclosed

The setting is committed to ensuring that it meets its responsibilities in respect of child protection by treating any allegation seriously and sensitively.

- 1) Stay **calm**;
- 2) **Listen** to what the child / young person is actually saying;
- 3) **Reassure** them that they have done the right thing by telling you;
- 4) Ask **Open questions**, e.g.: Can you tell me why you are upset? Can you tell me what is frightening you? Can you tell me why you don't want to go home today? Open questions enable you to gain information and clarification;
 - Don't ask leading questions. This could lead a child to say something or agree with you wrongly. A closed question is: Are you afraid to go home because your Mum will hit you?;
 - Do not ask the child / young person to repeat what they have told you, for another worker or committee member. If the matter is to be investigated further, this will be done by trained professionals;
 - Do not promise the child that this information can be kept secret, as subsequent disclosure could then lead to the child feeling betrayed;
- 5) If appropriate, explain to the child who you are going to tell and why. If the child asks what might happen next, it is ok to say that you don't know, but that you can be there to support them if they want;
- 6) Make a **note** of any conversations with the child, trying to make these as detailed as possible, including when and where the conversations took place. Use a body map or draw a diagram, if appropriate, to show the position of any bruises or marks the child or young person shows you, trying to indicate the size, shape and colour;
- 7) **Record** this as soon as possible on the setting's Disclosure Form and use the **actual words** used by the child;
- 8) Keep all records factual. Be aware of not making assumptions or interpretations of what the child / young person is telling you. Store all records securely;
- 9) **Discuss** your concerns with the DSL. If the disclosure involves a member of staff, follow the Staff Allegation section;
 - If appropriate, inform parents / carers that you are going to report your suspicions / concerns.
 - In this instance: The Safeguarding leads will assess the information promptly and carefully, clarifying or obtaining more information about the matter as appropriate.



- Concerns will be documented and advice sought, using the Children's Advice and Duty service (ChAD) 01305 228558
- Out of Hours service ChAD 01305 228558
- The Safeguarding Leads will contact social services or the police, as appropriate.

2. What to do if Abuse is Suspected

- If any signs or symptoms lead you to feel concerned that a child may be being abused or neglected, it is important that you record these using the setting's Concerns Form (recording what, when & where) and share these concerns with the DSL;
- With the DSL, decide on a plan of action:
 - Ongoing observation of the child, noting any further concerns;
 - Discussion with other staff to gain any further information they may have;
 - Discussion with parents/carers to establish if there might be reasons for the child's behaviour /actions;
 - If you or the DSL are uncertain about whether the concern is reportable, call the ChAD service for advice 01305 228558;

3. What to do if it is an Emergency

If you think a child is in immediate danger or a criminal act has taken place you should telephone the police on 999.

In a medical emergency, your first action may need to be one of the following:

- Telephone for an ambulance, or;
- Ask the parent/carer to take the child to the hospital at once, or;
- Take the child yourself.

The child is the legal responsibility of the parent/carer and they must be involved as soon as practical, unless to do so would put the child at immediate risk of harm.

4. Secure Storage and Use of Disclosure Information

Storage and access

Disclosure information is kept securely, with access strictly controlled and limited to those who are entitled to see it as part of their duties.

Handling & Usage

In accordance with section 124 of the Police Act 1997, Disclosure information is only passed to those who are authorised to receive it in the course of their duties. We maintain a



record of all those to whom Disclosures or Disclosure information has been revealed and it is a criminal offence to pass this information to anyone who is not entitled to receive it.

Disclosure information is only used for the specific purpose for which it was requested and for which the applicant's full consent has been given.

Retention & Disposal

Once a recruitment (or other relevant) decision has been made, we do not keep Disclosure information for any longer than is necessary. This is generally for a period of up to six months, to allow for the consideration and resolution of any disputes or complaints. If, in very exceptional circumstances, it is considered necessary to keep Disclosure information for longer than six months, we will consult the DBS about this and will give full consideration to the data protection and human rights of the individual before doing so. Throughout this time, the usual conditions regarding the safe storage and strictly controlled access will prevail.

Once the retention period has elapsed, we will ensure that any Disclosure information is immediately destroyed by secure means, i.e. by shredding, pulping or burning. While awaiting destruction, Disclosure information will not be kept in any insecure receptacle (e.g. waste bin or confidential waste sack). We will not keep any photocopy or other image of the Disclosure or any copy or representation of the contents of a Disclosure. However, notwithstanding the above, we may keep a record of the date of issue of a Disclosure, the name of the subject, the type of Disclosure requested, the position for which the Disclosure was requested, the unique reference number of the Disclosure and the details of the recruitment decision taken.



SECTION C: Working with Children and Young People

1. Use of Electronic Devices, Cameras and Online safety policy

We are aware of the risks associated with the use of electronic devices and cameras in the setting. The DSL understands the unique risks associated with online safety and must be confident that they have the relevant knowledge and up to date capability required to keep children safe whilst they are online at the setting.

Cameras and Recorded content (photographs and videos)

The use of images is in accordance with the requirements of the Data Protection Act 2018 - GDPR (General Data Protection Regulation). Please see our privacy policy for information regarding consent, retention, sharing and disposal of personal data, including photographic or video content.

Staff device use

During rehearsals, electronic devices are used by staff for reasons relevant to the rehearsal. If staff need to use electronic devices for personal reasons, they're expected to do this in a private space or on the staff table.

Children's device use

Parents/carers must report which devices the children have brought with them. Children are permitted to use electronic devices during the course within times established by staff. All staff reserve the right to remove children's device from them if used inappropriately.

E-safety

Children may have their own internet access through mobile data. Therefore, the internet access does not have any filter systems in place. Staff should look out for cases of extremism, radicalisation and sexual exploitation. Any e-safety concerns noticed by staff or notified by others must be reported to the setting's DSL.

Inappropriate use includes:

- Children sharing, taking or showing sexualised content of themselves or other children;
- Sexting;
- Cyberbullying;
- Violent photos/videos/games;
- Showing younger children photos/videos/games that are not age-appropriate for the younger child;
- Observing or partaking in any illegal activities;
- Instances of violence, self-harm, suicide, drugs, gambling, sexual exploitation, discrimination or hate speech.



2. Safety during activities or on the Farm

Upon starting employment at Magdalen Farm Strings, all employees will receive and read copies of the Safeguarding and Health & Safety Policies and receive added verbal instruction in their implementation during the annual staff induction.

No-one will work 1:1 with a child or young person unless they have a satisfactory DBS check. 1:1 work must be scheduled and recorded in the staff folder.

No-one will exchange contact details with a child or young person. Breach of these rules will result in disciplinary proceedings.

Activities on the farm:

- Staff to child ratio of 1:10 will be followed at all times.
- A minimum of 2 members of staff is required (both with a satisfactory DBS check).
- At least one staff member must have a Paediatric First Aid qualification and carry an outdoor First Aid kit.
- A head count is taken upon leaving and arrival of every setting during the activity.

Lost or injured children and young people: All staff working with children, whether accompanied or unaccompanied, must be aware of and familiar with our Lost Child Procedure and Serious Accident Procedures, which are part of the Health and Safety Policy. It is the line DSL's responsibility to ensure compliance with this.



SECTION D: Working with other Staff

1. Recognising Inappropriate Behaviour in Staff, Volunteers and Other Adults

There is no guaranteed way to identify a person who will harm children. However, there are possible warning signs. These may include:

- Paying an excessive amount of attention to a child or groups of children, providing presents, money or having favourites;
- Seeking out vulnerable children, e.g. disabled children;
- Trying to spend time alone with a particular child or group of children on a regular basis;
- Making inappropriate sexual comments;
- Sharing inappropriate images;
- Being vague about where they have worked or when they have been employed;
- Encouraging secretiveness.

There may be other sources of concern; this is not a conclusive list. If you are concerned about another staff member or volunteer's behaviour you need to pass this on to the DSL.

2. If a Staff Allegation is Made or you suspect a staff member of Abuse or Inappropriate Behaviour:

The Local Area Designated Officer (LADO) MUST be involved and consulted on ALL staff allegation incidents before an investigation of any type occurs.

LADO Dorset: 01305 221122 or LADO@dorsetcouncil.gov.uk

If it appears or has been reported that a staff member or volunteer has:

- behaved in a way that has harmed a child, or may have harmed a child, or;
- possibly committed a criminal offence against or related to a child, or;
- behaved towards a child or children in a way that indicates he or she may pose a risk of harm to children;
- Behaved or may have behaved in a way that indicates they may not be suitable to work with children.

then these procedures **MUST** be followed:

- 1) Record the concerns and report them to the DSL;
- 2) The DSL will follow the guidance contained within https://pandorsetscb.proceduresonline.com/p_alleg_against_staff.html

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- It may be clear in some cases, where a child has been injured and/or there is clear evidence of significant harm or risk of significant harm, an immediate referral must be made to the police or emergency services. In addition:
- 3) The DSL must then contact the LADO WITHIN 1 WORKING DAY of receiving the report of an allegation.
 - 4) The setting must follow the LADO's advice on how to deal with allegations against staff.
Note: Do not start any investigation into the allegation until the LADO has been contacted;
 - If the allegation hasn't been made by the parent/carer, the setting should take advice from the LADO on how and when to inform them;
 - 5) If the concern is regarding the DSL, the above procedure will be followed but the report will be made to the Deputy DSL.

Support to Staff and Volunteers

The Safeguarding leads will fully support all members of staff in following the above procedure. Following an allegation or investigation:

- Staff who work with issues of child protection may themselves need support in dealing with the emotional distress this can cause. They can talk to the setting's DSL and any of the appropriate agencies listed in Section E.
- Staff and volunteers may also experience abuse outside of the work setting. They can talk to the setting's DSL to seek support. E.g. Domestic Abuse

3. Recruitment and Employment of Staff and Volunteers

As part of this policy we will ensure that people working with the children are safe to do so.

- All staff will be checked by the Disclosure and Barring Service on joining the scheme, to be renewed every 3 years;
- All people connected with the setting must declare all convictions/cautions incurred since DBS disclosure which may affect their suitability to work with children;
- All people connected with the setting must declare their disqualification status;
- Providers must also meet their responsibilities under the Safeguarding Vulnerable Groups Act 2006 which includes a duty to make a referral to the Disclosure and Barring Service where a member of staff is dismissed (or would have been had the person not left the setting first) because they have harmed a child or put a child at risk of harm;

4. Staff Behaviour

All staff members within the setting recognise that they need to conduct themselves in an appropriate, open and transparent way to ensure a safer environment for all. See Appendix



for Code of Behaviour for staff members. In addition we will use “Guidance for safer working practice for those working with children and young people in education settings” (see Section E).

SECTION E: Further Information & Useful Contacts

South West Child Protection Procedures – provide detailed online information on all aspects of child protection, e.g. staff allegations

<https://www.proceduresonline.com/swcpp/>

Working Together to Safeguard Children 2023

https://assets.publishing.service.gov.uk/media/669e7501ab418ab055592a7b/Working_together_to_safeguard_children_2023.pdf

Guidance on making a referral

https://pandorsetscb.proceduresonline.com/p_referrals.html

Guidance for safer working practice for those working with children and young people in education settings

<https://www.saferrecruitmentconsortium.org/GSWP%20Sept%202019.pdf>

Prevent Duty Guidance for England and Wales

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/439598/prevent-duty-departmental-advice-v6.pdf

Keeping children safe in education 2024

https://assets.publishing.service.gov.uk/media/66d7301b9084b18b95709f75/Keeping_children_safe_in_education_2024.pdf

Useful Contacts:

- **CAHMS** (Child and Adolescent Mental Health Services): **01308 422371** (Bridport Community Hospital)
Bridport Community Hospital, Hospital Lane, North Allington, Bridport, Dorset DT6 5DR
<https://www.youngminds.org.uk/young-person/your-guide-to-support/guide-to-camhs/>
- **Emergency Duty Team / Out of Office Hours: 01454 615 165**
- **Police: Emergency 999 / Non-Emergency 101**

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- **Childline:** 0800 1111 (open 24 hours)
- **NSPCC** (National Association for the Prevention of Cruelty to Children): 0800 800 500
- **NSPCC FGM helpline:** 0800 028 3550 / fgmhelp@nspcc.org.uk
- **Police Prevent Team:** 01278 647466
- **Refuge National Domestic Abuse Helpline:** 0808 2000 247

For Staff Allegations Contact:

- **Local Area Designated Officer:** 01305 221122 (Dorset) or LADO@dorsetcouncil.gov.uk



Appendix: Code of Behaviour for staff members:

All staff members are expected to:

- Take all reasonable steps to ensure the health, safety and welfare of any child or young person in contact with Magdalen Farm Strings.
- Not physically, emotionally or sexually abuse any child or young person.
- Respect the wishes of a child or young person as you would an adult, you must not impose yourself on them.
- Remember that children regard adults as role models and ensure behaviour, language, gestures etc. are appropriate and above reproach.
- Ensure that staff to child ratios of 1:10 are kept during activities on the farm.
- Ensure that any 1:1 sessions are scheduled and recorded in the staff folder.
- Be aware that physical contact with a child or young person may be misinterpreted.
- Be aware of Safeguarding issues at all times and do not become complacent and believe 'it could never happen to me'.
- Prevent any other staff members from putting any child or young person in a situation in which there is a significant risk to their health and safety.
- Take appropriate action if you become aware of anyone physically, emotionally or sexually abusing a child or young person.
- Report to the DSL or deputy DSL any evidence or reasonable suspicion that a child or young person has been physically, emotionally or sexually abused whether by an adult or another child.
- Be aware of and follow staff and child electronic device usage guidance (see Section C).
- Be aware of and follow our data protection procedures, especially regarding photographic or video content of the children (see our privacy policy).