

## AP09 – Involving Parents and Carers Policy

<b>Approved by</b>	Board of trustees	<b>Date</b>	01/12/24
<b>Author Name</b>	Daniel De Becker	<b>Author Date</b>	20/09/24

### Revision History

<b>Revision Number</b>	<b>Revision Date</b>	<b>Key Changes</b>	<b>Approved by</b>
001	20/09/24	Original Author	Board of Trustees

The policy is hereby approved and signed by the Board of Trustees:

Signature:

Name: Brian Wakley

Position: Chair of Trustees

Date: 01 December 2024

**Latest Review Date: 36 months from approval of existing policy**

**Contents**

1. Key principles..... 3

2. Scope of Parental Consent..... 3

3. Developing Trust with Youth ..... 3

## 1. Key principles

Whereas, Anchor Trustees recognise that the Youth it seeks to welcome are coming off the streets into the Youth Club premises.

Whereas, the Youth have implied consent from their parent to be out of the home.

Whereas, we recognise the vulnerability of Youth we further understand that some will not experience home as a safe environment.

Whereas, we have a duty of care to provide a safe environment for all participants in activities.

Whereas, the drop-in provision allows Youth to enter or leave any time during opening hours.

Whereas, children 12 years and older have the capacity to provide accurate information about their personal data.

Whereas, children are able to give their consent to enter, we know this does not replace parental consent.

Therefore, we adopt the following procedures and practices to wisely and responsibly develop trust filled relationships with Youth, parents and carers as we provide a safe environment for all

## 2. Scope of Parental Consent

It is vital that in affirming parental consent they understand that the child is free to come and go at any time during opening hours and therefore their tacit consent for their child to be out of the home is reaffirmed. We will not prevent a child from leaving Anchor\* and the parental responsibility for the child remains.

We provide a safe space and activities to engage youth which is a better environment than being out on the street.

*\*Where Anchor is defined as any space occupied or controlled by Anchor Youth leaders and the Charity*

## 3. Developing Trust with Youth

Prospective Youth are welcomed and encouraged to “come and see” what happens at Anchor Youth. They are free to enter and leave any time.

As soon as it is practical we will collect the full name, age, health issues and request an emergency contact number. Depending on the child we expect details to be gathered within one hour of staying at the centre. This information is collected as part of providing a safe environment for youth and we can contact an emergency contact should the need arise.

Each child attending will be given a flyer about Anchor Youth which explains who we are, what we do. We will provide a web address/ QR code for further information and a contact number / email

Anchor Youth Involving parents and carers policy– Version 1.0 – Dated 31 Oct 2024

for youth to share with their parents and carers where parents are encouraged to provide medical details and an emergency contact for the young person. The completion of this form demonstrates parents know their child is coming to Anchor Youth and confirms their tacit consent" but is not required to enter Anchor.

We have summarised this process in the flow shown in Figure 1.

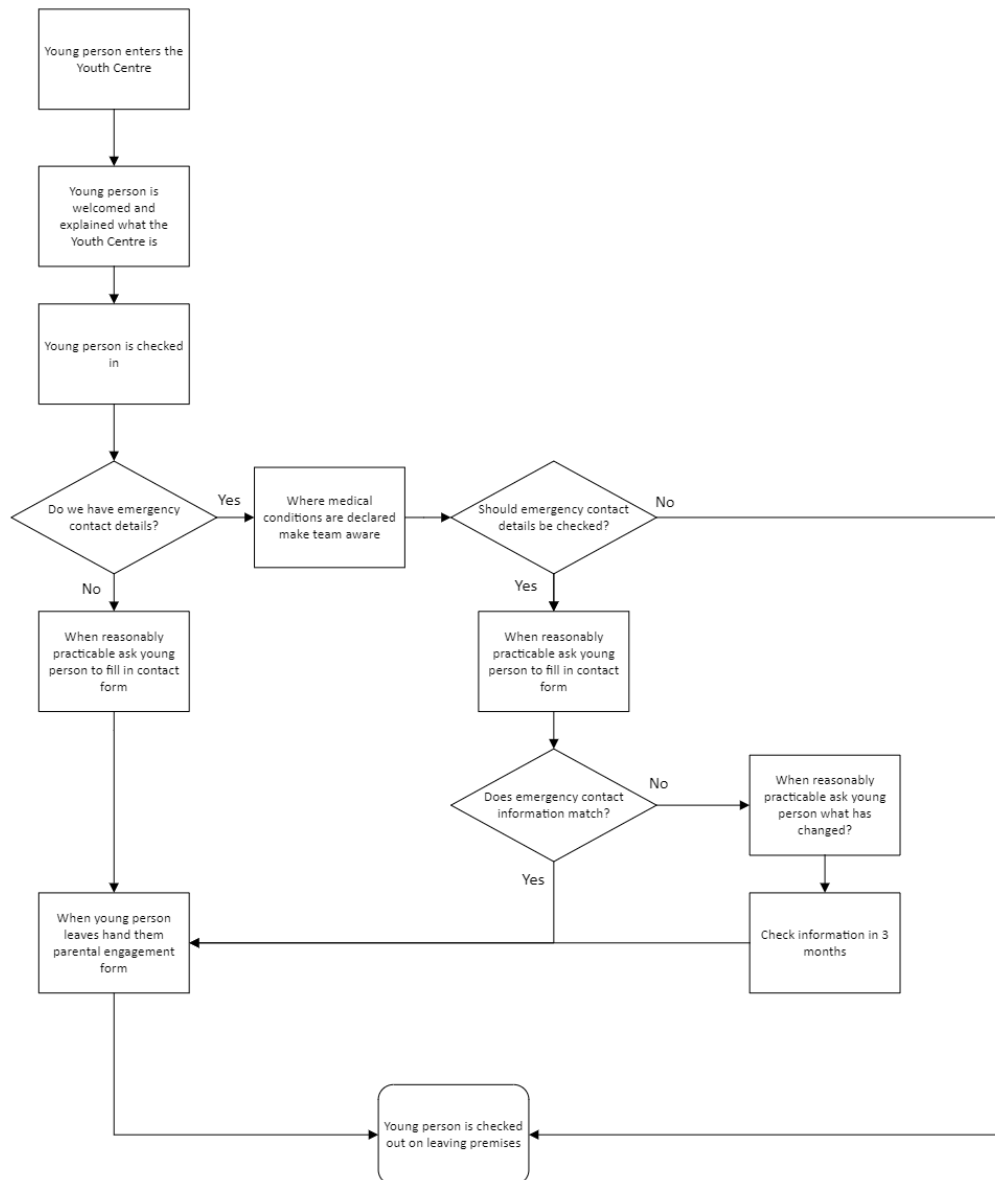


Figure 1: Flow diagram outlining process for a young person entering anchor

We will encourage children to share the information with their parents and request parents to confirm they have been informed.

We will monitor which parents have confirmed that they know their child is coming to Anchor Youth activities on a drop-in basis. If parental /carer contact has not been established after 6 weeks, the CEO and Programme Director will reencourage the young person to give the information flyer to their parent or carer.

We will encourage youth to discuss the activities at Anchor with their Parents and or Carers.

We will offer ‘come and see” events for youth to invite their parents and carers to.

We can arrange for parental discussions with staff and volunteers prior to or just after Drop in hours

We will promote Anchor Youth to raise awareness of its work in Loughborough town to build public knowledge of the work.

We respect parents’ input and opinions by responding promptly and appropriately to any complaints, in line with our **Complaints (AP06)** policy.