

**BCS, The Chartered Institute for IT**

**Child Safeguarding Policy**

**September 2016**

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## 1. Purpose

BCS is committed to protecting the welfare of all children who use our services and engage with BCS at any level.

This policy is designed to protect children and young people who attend BCS workshops and events organised by BCS or by our Member and Specialist groups.

It provides the guidelines that all BCS employees, volunteers and members must adhere to when working with children on behalf of BCS.

This policy covers all children aged 16 and under, all standard policies apply to young people of 17 years and older. A

## 2. Scope

This policy applies to all BCS staff, including senior management, the Board of Trustees, volunteers, member group committees and anyone involved with the organisation of events or activities where children under the age of 16 will be present.

## 3. Events

This policy applies to all events organised by BCS and all BCS Member and Specialist groups that allow children to attend.

All children under the age of 13 must be accompanied by a parent or guardian when on site at an event.

Children over 13 may attend unsupervised but with parental permission sought by the organisers of the particular event.

When children are in attendance at a BCS event, all of our standard health and safety policies apply and must be adhered to.

For insurance purposes, please notify Legal Services when organising any event with expected or encouraged attendance from children. For Member Groups, please liaise with Member Groups Services.

## 4. Data Protection

When inviting children under the age of 16 to attend, you must seek permission from their parents to use any of their personal data including, but not limited to, email addresses and contact information for the purpose of invitation to future events and further BCS participation or to facilitate participation in activities requiring online registration.

The parent must be informed of the exact intention of the use of the data at the time of request and this data cannot and must not be used for any direct or indirect marketing purposes.

All privacy policies and terms of use for our website also apply.



**Making IT  
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