

## HGWS Policy Regarding Children and Vulnerable Adults

### Guild aims

The Highland Guild of Weavers Spinners and Dyers has a central aim to maintain our cultural heritage through the preservation of and continuance of our core crafts of weaving, spinning and dyeing. The organisation aims to be a repository for skills related to our crafts, to share these skills and knowledge among our members in order to maintain an excellence of craftsmanship, and to promote our crafts **among the wider community**. We aim to provide opportunities for the interchange of information for enlarging knowledge through workshops, demonstrations and talks and to co-operate with other Guilds having like aims.

### Policy aim

The aim of this policy is to provide guidance to Guild members when dealing with children and vulnerable adults who wish to participate in our activities, to safeguard all concerned.

### Definitions

The Adult Support and Protection (Scotland) Act 2007 defines vulnerable adults as those aged 16 years and over who:

- are unable to safeguard their own wellbeing, property, rights or other interests
- and are at risk of harm
- and because they are affected by disability, mental disorder, illness or physical or mental infirmity, are more vulnerable to being harmed than adults who are not so affected

In Part 1 of the Children (Scotland) Act 1995, which deals with matters relating to parents, children and guardians, a child is generally defined as someone under the age of 18, but most of the provisions which deal with parental rights and responsibilities apply only to children under the age of 16.

### General points

For the purposes of this policy: children under 16 attending Guild workshops or open days must be accompanied by a responsible adult (parent, guardian, carer); vulnerable adults must be accompanied by a carer. Responsible adults and carers should remain throughout the meeting.

To protect themselves **Guild members should ensure they are not alone with children or vulnerable adults**, should not ask them for or give them personal contact details, and should not touch them except as necessary to show them how to hold fibre, spindle, shuttle etc. This should only involve touching their hands.

A consent form should be signed by the responsible adult or carer before a child or vulnerable adult is included in **photographs** taken at an event. The contact details given will only be used in the event of a query regarding any photographs or filming. These details will not be used for any other purpose than those listed above. They will be held on file by the Guild secretary for a maximum period of five years.

## **Workshops**

Guild workshops are organised primarily to help members develop their skills in our core crafts, and related crafts such as knitting with handspun yarn or making garments from hand woven material. Workshops delivered via Zoom are free and open to all. Face to face workshops are charged for and numbers are limited. Non-members are welcome, but pay a higher fee. Our workshops are designed for adults. Older children (8 years and up) may attend by arrangement, but must be accompanied by a responsible adult, and will be charged at the normal rate. Vulnerable adults should be accompanied by a carer, and will likewise be charged the normal rate, depending on whether or not they are a member. Carers and accompanying adults will not be charged unless they wish to participate fully in the workshop, but should stay for the whole time.

## **Open Days**

Open days are informal gatherings for members and non-members (again there is a differentiation in charges) to socialise and skill share. Older children and vulnerable adults interested in our crafts are welcome to attend, but must be accompanied by a responsible adult / carer, and will be charged at the normal rate. Non-participating carers and accompanying adults will not be charged, but should stay for the whole time.

## **Demonstrations**

Guild members demonstrate at farm shows, local craft events etc, and may be asked to give talks and introductory sessions in schools, care homes etc. We encourage hands on participation. In schools and care homes we would insist that a member of staff be present throughout the event. At farm shows and craft fairs children are sometimes allowed to look round on their own and do gravitate towards our stand. They remain the responsibility of their parents or guardians, but it is particularly important for Guild members to ensure they are not alone with these children. Vulnerable adults accompanied by carers will be helped to participate in our crafts as far as they are able.

## **Disclosures**

In the unlikely event that a child or vulnerable adult should confide in a Guild member that they are being abused, the Guild member should report this to the appropriate authorities.