We want to help you enjoy archaeology whilst keeping everyone in the groups safe.

When you are taking part in a group...

- Treat people with **respect**.
- Talk with your **parent**, **carer**, a **leader** or an **adult** you trust if you have any worries or concerns about the Young Archaeologists' Club group or the Council for British Archaeology.

The leaders and helpers...

- Should treat you with **respect**.
- Should enable everyone to **participate** in the group.
- Should set a **good example** in the way that they behave and should not be rude.
- Should **not have favourite** people in the group.
- Should never speak to you or touch you in a way that is **upsetting**, or involves you keeping a secret.
- If they want to take a photograph of you or film part of the activity they should have **permission** from you and written permission from your parents, carers or advocate.
• Should **help you** if there is anything you don’t understand.
• Should **not be on their own** with you.
• Should not be friends with you on **social media** through their personal account.
• Should communicate with you **through your parents** if you are under 16.
• Should **copy in your parents** when they communicate with you if you are 16–18.
• **Will respond** if they have any concerns about a person’s wellbeing or safety. They will **talk to you** about the action that they will take unless to do so could make you unsafe.

**Parent/Guardian/Carers and Advocates**

The CBA have a safeguarding policy which can be found here:


Any activities run will have been risk assessed by the leader. If you want more information or have any questions do talk to the leader or the designated safeguarding lead.

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**If you have any questions** about how you or others should or are behaving please talk with your parent or guardian, the leader of the group, or you can contact the leader for safeguarding at the Council for British Archaeology or the NSPCC helpline 0808 800 5000.

**The people responsible for safeguarding are:**

**Joanne Kirton:**
joannekirton@archaeologyuk.org
07738591744, 01904 521233

**Neil Redfern:**
neilredfern@archaeologyuk.org
07437180732, 01904521233