

- carer before taking and using photographs or video if the person is under 18.
- Photographs or video should never be taken of young people in one-to-one situations.
- With regard to young people under 18, consent will mean that the photography and/or video can be used for up to two years without confirmation of continued consent being sought.

In exceptional cases, a child aged 16 or 17 may be able to give consent to partaking in photography or filming without seeking additional consent from a parent, carer or guardian.

In these circumstances it is vital that:

- The materials are only used for internal purposes.
- The child aged 16 or 17 is made fully aware of how and where the photos and/or video will be used and any future implications.
- A framework based on Frasier Guidelines is used to assess the child's ability to make an informed decision about consenting to being photographed or filmed.
- Where circumstances exist that would make it impossible for a child aged 16 or 17 to gain additional consent these must be assessed on a case by case basis before final authorisation for photography or filming of the child will be sought from the Managing Director. In these circumstances the JEM and all those involved in the decision making should thoroughly assess whether it is in the best interest of the child to be photographed or filmed and whether or not the child is fully capable of making an informed decision.
- The safety and best interests of the child should always underpin any decisions made about when it is appropriate to photograph or video a child aged 16-17.

All consent must be given in writing using an appropriate consent form which must be signed by the participant and, if appropriate, a parent/carer/guardian.

L.

## **Safer Recruitment and Selection**

**JEM** will adopt a consistent and thorough process of safer recruitment in order to ensure that all staff, volunteers and board members are suitable.

**JEM** will take care at every stage of the recruitment process to eliminate candidates who are unsuitable to work with children and young people. This includes:

- Checking for any unexplained gaps in employment history.
- Checking references carefully.
- Taking great care in the preparation of the person specification to ensure key requirements are tested
- Carrying out DBS checks (although not relying on them solely), and
- Not offering a post until all checks have been completed satisfactorily.

M.

## **Allegations and concerns about staff, volunteers and board members**