



## Gifts, Rewards, Infatuation and Inappropriate Sexual Behaviour Policy – Federation

### Updating Policy Procedure

**When a policy is due for review it will be emailed to the reviewer who will revise and highlight those updates and return the policy in full with the highlighted updates back to the Policy Co-Ordinator.**

**When a policy reviewer becomes aware of any updates they will ask the Policy Co-Ordinator to email the policy to them and follow the above procedures.**

**A policy is a statement of intent and the guidelines we follow, that is adopted by the Fortuna and Athena Federation's Governing Body.**

Policy Reviewed by:

Tracy Claypole - Fortuna  
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Updated on:

March 2024

Date to be reviewed:

January 2026

Date Ratified at FGM:

20<sup>th</sup> May 2024



All adults who come into contact with children and young people in their work have a duty of care to safeguard and promote their welfare.

The Children Act 2004, places a duty on organisations to safeguard and promote the well-being of children and young people. This includes the need to ensure that all adults who work with or on behalf of children and young people in these organisations are competent, confident and safe to do so.

The vast majority of adults who work with children act professionally and aim to provide a safe and supportive environment, which secures the well-being and very best outcomes for children and young people in their care. However, it is recognised that in this area of work tensions and misunderstandings can occur. It is here that the behaviour of adults can give rise to allegations of abuse being made against them. Allegations may be malicious or misplaced. They may arise from differing perceptions of the same event, but when they occur, they are inevitably distressing and difficult for all concerned. Equally, it must be recognised that some allegations will be genuine and there are adults who will deliberately seek out, create or exploit opportunities to abuse children. It is therefore essential that all possible steps are taken to safeguard children and young people and ensure that the adults working with them are safe to do so.

The key points of this policy are shared with external agencies that work with the children of Fortuna and Athena Schools; for example, the taxi companies who are expected to work within these policy guidelines.

Some concerns have been raised about the potential vulnerability of adults in this area of work. It has been suggested that there is a need for clearer advice about what constitutes illegal behaviour and what might be considered as misconduct. This document has been produced in response to these concerns and provides practical guidance for anyone who works with, or on behalf of children and young people regardless of their role, responsibilities or status. It seeks to ensure that the duty to promote and safeguard the wellbeing of children is in part, achieved by raising awareness of illegal, unsafe and inappropriate behaviours.

## **Gifts, Rewards and Favouritism**

The giving of gifts or rewards to children or young people should be part of an agreed policy for supporting positive behaviour or recognising particular achievements. In some situations, the giving of gifts as rewards may be accepted practice for a group of children, whilst in other situations the giving of a gift to an individual child or young person will be part of an agreed plan and discussed with the Senior Management Team and the parent or carer.

It is acknowledged that there are specific occasions when adults may wish to give a child or young person a personal gift. This is only acceptable practice where, in line with the agreed policy, the adult has first discussed the giving of the gift and the reason for it, with the Senior Management Team and parent or carer.

Any gifts should be given openly and not be based on favouritism. Adults need to be aware however, that the giving of gifts can be misinterpreted by others as a gesture either to bribe or groom a young person.



Adults should exercise care when selecting children and/or young people for specific activities or privileges to avoid perceptions of favouritism or unfairness. Methods and criteria for selection should always be transparent and subject to scrutiny.

Care should also be taken to ensure that adults do not accept any gift that might be construed as a bribe by others or lead the giver to expect preferential treatment.

There are occasions when children, young people or parents wish to pass small tokens of appreciation to adults e.g. on special occasions or as a thank-you and this is acceptable when discussed with the Senior Management Team. However, it is unacceptable to receive gifts on a regular basis or of any significant value.

These gifts are to be recorded in the Gift/Hospitality Declaration Book that is located in the Child and family officers Office; this information is monitored by the Senior Management Team and shared termly with the Governors at a full governing meeting.

### **Infatuations**

Occasionally, a child or young person may develop an infatuation with an adult who works with them. These adults should deal with these situations sensitively and appropriately to maintain the dignity and safety of all concerned. They should remain aware, however, that such infatuations carry a high risk of words or actions being misinterpreted and should therefore make every effort to ensure that their own behaviour is above reproach.

An adult, who becomes aware that a child or young person is developing an infatuation, should discuss this at the earliest opportunity with the Senior Management Team and then parents/carers as directed by the Senior Management Team so appropriate action can be taken to avoid any hurt, distress or embarrassment.

### **Inappropriate sexual behaviour**



Children at Fortuna School may display inappropriate sexual behaviour for example sitting astraddle on an adult's knee, trying to kiss an adult, rub against an adult using inappropriate sexualised language, it is important in these incidents to make the child aware of appropriate behaviours through verbal communication or physically placing a child in an appropriate manner for example sitting sideways on a lap rather than sitting astraddle. Any inappropriate behaviour should be recorded on CPOMS (our safeguarding recording system) you must highlight this to the safeguarding leads and procedures will be followed. These concerns will always be followed up through discussion with the member of staff involved and parents/carers informed of their behaviour.



Any signs of inappropriate sexual behaviour, even in jest, will need to be recorded on CPOMS and alerted to the designated safeguarding leads and a decision about the appropriate cause of action will be determined.



## **Gifts, Rewards and Favouritism**

### **Do**

- be aware of the schools policy on the giving and receiving of gifts
- record all gifts in the gift book kept in the Child and family officer's office
- only give gifts to an individual young person as part of an agreed reward system after discussion with the Senior Management Team.

## **Infatuations**

### **Do**

- report and record any incidents or indications (verbal, written or physical) that suggest a child or young person may have developed an infatuation with you or another adult
- always maintain professional boundaries

## **Social Contact**

### **Do**

- always approve any planned school related social contact with children or parents with the Senior Management Team; for example when it is part of a reward scheme or pastoral care programme
- ensure that social contact whether in person or online with children or their families in the community in your private life does not undermine appropriate working relationships in your school role and Senior Management team.
- report any concerns you may have arising from contact with children or their families in the community or in your private life to the Senior Management Team
- consider the appropriateness of the social contact according to your role
- be aware that social contact can be misconstrued as grooming

### **Do not**

- Have secret social contact with children and young people or their parents
- Establish or seek to establish social contact with pupils or their families to pursue or strengthen a relationship with the pupil