

## Safeguarding Children Policy

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## **Introduction**

Summer Hype fully recognises the responsibility and duty placed upon it to safeguard and promote the welfare of children and young people entrusted to their care. We are committed to building a 'culture of safety' in which children are protected from abuse and harm in all areas of our service delivery.

Summer Hype will ensure that safeguarding practice reflects statutory responsibilities and government guidance and complies with best practice. All staff and volunteers have a full and active part to play in protecting children and young people from harm.

## **Context**

### **Child Protection**

Summer Hype believes all children have the right to be protected from child abuse of any kind, including physical, sexual, emotional and financial abuse and from 'significant harm' or neglect.

### **Rights of the Child**

Summer Hype believes in the rights of the child, as defined in the UN Convention of the Rights of the Child 1989, Articles 1-54. The Convention spells out the basic rights that children everywhere have. The four core principles of the Convention are: non-discrimination; devotion to the best interests of the child; the right to life, survival and development; and respect for the views of the child.

### **Safeguarding**

Summer Hype is committed to the wider concept of safeguarding, as outlined in *Every Child Matters (2003)*. Summer Hype believes in every young person's fundamental right to: be healthy; stay safe; enjoy and achieve; make a positive contribution; and achieve economic wellbeing.

### **Scope**

This policy applies to children and young people who are younger than 18 years old. It applies to children and young people who attend Summer Hype programmes or events.

## **Responsibility**

Summer Hype believes that safeguarding is ‘everyone’s responsibility ‘ (Lord Laming). “All those who come into contact with children and families in their everyday work, including practitioners who do not have a specific role in relation to child protection, have a duty to safeguard and promote the welfare of children” (HM Government, 2002).

## **Definitions of Abuse**

(HM Government 2015, Working Together to Safeguard Children)

### **Summary**

Abuse and neglect are forms of maltreatment of a child. Abuse and neglect are forms of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting, by those known to them or, more rarely, by others (e.g. over the internet). They may be abused by an adult or adults, or another child or children.

### **Physical Abuse**

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

### **Emotional Abuse**

Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent diverse effects on the child’s emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or ‘making fun’ of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child’s developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of

emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

## **Sexual Abuse**

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

## **Neglect**

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- Protect a child from physical and emotional harm or danger
- ensure adequate supervision (including the use of inadequate care-givers)
- ensure access to appropriate medical care or treatment.

It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

## **Safeguarding Roles**

### **Lead Trustee for Safeguarding**

The Lead Trustee for Safeguarding is Laura Katan. She can be contacted at:  
[safeguardingsummerhype@gmail.com](mailto:safeguardingsummerhype@gmail.com)

All trustees of Summer Hype are responsible for safeguarding. However, the Lead Trustee for Safeguarding takes on additional duties in relation to safeguarding. These duties include

### ***Strategic***

- Ensure strategic plans reflect safeguarding legislation, regulations, statutory guidance and the safeguarding expectations of the Charities Commission
- Work with the Designated Safeguarding Leads to regularly review whether things the organisation has put into place are creating a safer culture and keeping people safe
- Check the risk register reflects safeguarding risks properly, and plans sensible measures to take, including relevant insurance for trustees
- Ensure there is space on the agenda for safeguarding reports and help trustees understand and challenge those reports.

### ***Effective Policy and Practice***

- Make sure there is an annual review of safeguarding policies and procedures and that this is reported to trustees.
- Understand the monitoring Summer Hype does to see whether policies and procedures are effective.
- Learn from case reviews locally and nationally, to improve Summer Hype's policies, procedures and practices.
- Oversee safeguarding allegations against staff or volunteers, together with the designated safeguarding leads.
- Be a point of contact for staff or volunteers if someone wishes to complain about a lack of action in relation to safeguarding concerns.

### ***Creating the right culture***

- Champion safeguarding throughout Summer Hype
- Attend relevant safeguarding training
- Support trustees in developing their individual and collective understanding of safeguarding
- Attend meetings, activities, projects to engage with staff, volunteers and beneficiaries to understand safeguarding on the ground

- Work with the chair and designated safeguarding leads in order to manage all serious safeguarding cases.
- Support regular safeguarding updates for staff, volunteers and beneficiaries.
- Gather the views of staff and volunteers in relation to safeguarding and share these with the board.

## **Designated Safeguarding Leads**

The Designated Safeguarding Leads are Manya Eversley and Emma Mittelman. They can be contacted at [info@summerhype.org](mailto:info@summerhype.org)

They are the main source of support, advice and expertise in safeguarding. They are responsible for responding to any safeguarding concerns and to ensure referrals to statutory services as appropriate.

The Designated Safeguarding Lead will inform the Safeguarding Officer at the first opportunity of any significant safeguarding concern, however this should not delay any referrals being made to the children's social care, or where appropriate, the LADO or Ofsted.

The Designated Safeguarding Leads will keep a written record of all complaints and concerns including details of how they were responded to. They will ensure that robust risk assessments are completed, that they are seen and signed by all relevant staff and that they are regularly reviewed and updated, in line with our health and safety policy.

## **Volunteers**

Volunteers must:

- be aged 16 or over;
- be considered competent and responsible;
- receive a robust induction, safeguarding training and updates, and regular supervisory meetings;
- be familiar with all the settings policies and procedures;
- be fully checked for suitability if they are to have unsupervised access to the children at any time.

## **Responding to Suspicions of Abuse**

We are committed to responding promptly and appropriately to all incidents, allegations or concerns of abuse that may occur, whether they concern children attending our setting or not, and to work with statutory agencies in accordance with the procedures that are set down in 'What to do if you're worried a child is being abused' (HM Government, 2015) and the Care Act 2014.

Staff and volunteers should follow this procedure if they suspect abuse:

- **Recognise** the signs and behaviours which may be cause for concern
- **Respond** to the child or young person sensitively
- **Refer** the situation to the Designated Safeguarding Lead as soon as possible and within work working day; they will decide what further action to take and inform the relevant safeguarding agencies as necessary.

### **Disclosure of abuse by a child**

If a child or young person has chosen to disclose abuse to you, you are a trusted person for that child or young person. Staff and volunteers should follow this procedure in the event of a disclosure:

- **Never promise that you can keep anything secret** that a child or young person tells you. You have a duty to pass information on in order to protect children and young people. If the young person then chooses not to disclose the information you should inform the Designated Safeguarding Lead.
- **Listen** to what is being said, trying not to display shock or disbelief; be careful of physical messages. Accept what is being said but do not comment upon it. **Do not ask 'leading' questions.** Such questions may invalidate the evidence in any later court action.
- **Reassure** the young person but only so far as is honest and reliable. **Do** reassure and alleviate guilt if the young person refers to it. For example, you could say: "You are not to blame." "You are not alone, you're not the only one this sort of thing has happened to." **Do not** criticise the perpetrator; the young person may love that person.
- **Record** all information as soon as possible, including as much detail as possible including names, addresses and contact information. All concerns will be stored on the shared drive in a restricted access area. Write down the nature of the allegation, do not include your own judgement or assumptions. Note any observations on behaviour, emotional state or injuries and bruising. Note time, location and date of disclosure and sign the notes.

- **Do not investigate the matter yourself.**
- **Refer** the information and a verbal account immediately to the Designated Safeguarding Leads. In the absence of the Safeguarding Leads, the matter should be reported to the Safeguarding Officer. Child Protection issues are treated as a priority.

### **Disclosure of abuse by a 3rd party**

If a 3rd party e.g. another parent, neighbour or member of the public discloses information that may indicate a safeguarding issue, they should be empowered to report their concerns directly to social care or the police (anonymously if necessary). Summer Hype also has a duty to record and refer on such serious concerns to the appropriate agency. This will be done by the Designated Safeguarding Leads.

### **Referral**

In the event of a referral being made, a Designated Safeguarding Lead will contact the Local Authority MASH (Multi-Agency Safeguarding Hub) where the child resides and submit the report in accordance with their procedures.

All suspicions and investigations are kept confidential and shared only with those who need to know. Any information is shared under the guidance of the Local Safeguarding Children Board / Local Safeguarding Partners and in line with the GDPR, Data Protection Act 2018, and Working Together 2018.

All written accounts including rough notes and all other related material are stored securely. Electronic versions of referrals are kept in a secure folder.

### **Local Authority escalation process**

If we feel that a referral made has not been dealt with properly or that concerns are not being addressed or responded to, we will follow the local authority escalation process. We will ensure that staff are aware of how to escalate concerns. We will follow local procedures published by the LSCB or safeguarding partners to resolve professional disputes.

### **Volunteers working practice**



## **Photography/mobile phones**

We ensure that parents are made aware of our safeguarding and child protection policies and procedures. Steps are taken to ensure children are not photographed or filmed on video for any other purpose than to record their development or their participation in events organised by us. Parents sign a consent form and any images of children are held securely.

Volunteers should not use personal cameras or filming equipment to record images. However, in exceptional circumstances volunteers may, with prior consent, use personal equipment to record the participation of children in an event.

If any member of staff is sent a picture of a child or vulnerable adult to their personal phone that they have any concerns about, they will inform the safeguarding team in writing and this information will be stored securely in the Safeguarding folder.

Personal mobile phones are not used where children are present and unsupervised. The designated person in the setting has responsibility for ensuring that there is an adequate online safety policy in place.

## **Lone Working**

Volunteers should avoid working alone with individual children except, if essential for the activity, for short periods, with the door open and other adults made aware. Lone working should be avoided if possible. Where it is a necessity, it will be done by agreement with a member of the senior leadership team on the camp.

## **Informing parents/carers**

Parents/carers are normally the first point of contact. Concerns are normally discussed with parents/carers to gain their view of events, unless it is felt that this may put the child or other person at risk, or may interfere with the course of a police investigation, or may unduly delay the referral, or unless it is otherwise unreasonable to seek consent. Advice will be sought from social care, or in some circumstances police, where necessary.

Parents/carers are informed when we make a record of concerns and that we also make a note of any discussion we have with them regarding a concern.

If a suspicion of abuse warrants referral to social care, parents/carers are informed at the same time that the referral will be made, except where the procedures of the Local

Safeguarding Children Board / Local Safeguarding Partners does not allow this. For example, where it is believed that the child may be placed in greater danger.

This will usually be the case where the parent is the likely abuser or where sexual abuse may have occurred.

If there is a possibility that advising a parent/carer beforehand may place a child at greater risk, (or interfere with a police response), the Designated Safeguarding Lead should consider seeking advice from children's social work services, about whether or not to advise parents beforehand, and should record and follow the advice given.

### **Inter-agency procedures**

Summer Hype has a duty to safeguard and promote the welfare of children and young people and may need to share information and work in partnership with other agencies where there are concerns about a child's welfare. We ensure that effective working relationships are developed with all external services involved in Safeguarding and Child Protection.

The relevant Designated Safeguarding Lead will contact the Multi-Agency Safeguarding Hub (MASH) or other relevant agency for advice where there are sufficient concerns regarding a child's safety and welfare. If a referral to MASH is accepted, a written referral together with any disclosure reports will be sent within one working day. MASH will decide on the next course of action and feedback to referrer, and Summer Hype will be guided by their advice.

The Designated Safeguarding Lead will keep relevant staff informed on a 'need-to-know' basis.

Children who have been identified as 'at risk' are monitored by the Designated Safeguarding Lead and agreed further action is taken if needed.

### **Allegations against persons in a position of trust**

We ensure that all parents know how to complain about the behaviour or actions of staff or volunteers within the setting, or anyone living or working on the premises occupied by the setting, which may include an allegation of abuse. We ensure that all volunteers and anyone else working in the setting knows how to raise concerns that they may have about the conduct or behaviour of other people including staff/colleagues.

We differentiate between allegations, and concerns about the quality of care or practice and complaints and have a separate process for responding to complaints.

We respond to any inappropriate behaviour displayed by members of staff, volunteers or any other person living or working on the premises, which includes inappropriate sexual comments, excessive one-to-one attention beyond the requirements of their usual role and responsibilities, or inappropriate sharing of images.

We will recognise and respond to allegations that a person who works with children has: behaved in a way that has harmed a child, or may have harmed a child possibly committed a criminal offence against or related to a child behaved towards a child or children in a way that indicates they may pose a risk of harm to children.

We ensure that all staff or volunteers know how to raise concerns to their designated safeguarding lead about a member of staff or volunteer within the setting; the DSL will respond appropriately.

Staff and volunteers are aware of how to escalate their concerns within the organisation if they are not satisfied with the response given by the designated safeguarding lead. We respond to any disclosure by children or staff that abuse by a member of staff or volunteer within the setting, or anyone living or working on the premises occupied by the setting, may have taken, or is taking place, by first recording the details of any such alleged incident.

We refer any such complaint immediately to a senior manager within the organisation and the Local Authority Designated Officer (LADO) as necessary, to investigate and / or offer advice.

We co-operate entirely with any investigation carried out by children's social care in conjunction with the police.

Where the management team and children's social care agree it is appropriate in the circumstances, the member of staff or volunteer will be suspended for the duration of the investigation. This is not an indication of admission that the alleged incident has taken place, but is to protect the staff, as well as children and families throughout the process. Where it is appropriate and practical and agreed with LADO, we will seek to offer an alternative to suspension for the duration of the investigation, if an alternative is available that will safeguard children and not place the affected staff or volunteer at risk.

Where a member of staff or volunteer has been dismissed due to engaging in activities that caused concern for the safeguarding of children or vulnerable adults, the Safeguarding Lead will notify the Disclosure and Barring Service of relevant information, so that individuals who pose a threat to children and vulnerable groups can be identified and barred from working with these groups.

## **Promoting awareness and training**

We are committed to promoting awareness of child abuse issues throughout our training and learning programmes. We are also committed to empowering young children, through our education programmes, promoting their right to be strong, resilient and listened to.

Training opportunities are sought for all members of staff involved in the setting to ensure that they are able to recognise the signs and signals of possible physical abuse, emotional abuse, sexual abuse and neglect and that they are aware of the local authority guidelines for making referrals. Training opportunities should also cover extra familial threats such as online risks, radicalisation and grooming and FGM and how to identify and respond to families who may be in need of early help, and organisational safeguarding procedures.

Designated Safeguarding Leads receive training in accordance with that recommended by the Local Safeguarding Children Board.

We ensure that all staff know the procedures for reporting and recording any concerns they may have about the provision.

We ensure that all staff receive updates on safeguarding via emails, newsletters, online training and/or discussion at staff meetings and supervisions at least once a year.

## **Staff support**

Summer Hype has a duty of care for all staff and volunteers. It is recognised that dealing with safeguarding and child protection concerns is likely to be a stressful experience.

We will support such staff by providing an opportunity to talk through their anxieties with the Designated Safeguarding Lead and/or to seek further support. In cases of serious abuse or trauma, Summer Hype will seek psychological support.

We recognise that the Designated Safeguarding Lead should also have access to support. The Designated Safeguarding Lead is supported in the first instance by the Designated Officer however additional support may also be required.

## **Support to families**

We believe in building trusting and supportive relationships with families, staff and volunteers.

We make clear to parents our role and responsibilities in relation to child protection, such as for the reporting of concerns, information sharing, monitoring of the child, and liaising at all times with the local children's social care team. We will continue to welcome the child and the family whilst investigations are being made in relation to any alleged abuse.

We follow the Child Protection Plan as set by the child's social care worker in relation to the setting's designated role and tasks in supporting that child and their family, subsequent to any investigation.

We will engage with any Child in Need plan or Early Help plan as agreed. Confidential records kept on a child are shared with the child's parents or those who have parental responsibility for the child in accordance with the Confidentiality and Client Access to Records procedure and only if appropriate under the guidance of the Local Safeguarding Children Board.

This policy was adopted by: Summer Hype (*name of provider*)

On: 30/11/2023 (*date*)

Date to be reviewed: 30/11/2024 (*date*)

Signed on behalf of the provider:

Name of signatory: Laura Katan

Role of signatory: Safeguarding Trustee