

January 2019

Safeguarding Policy

PRIORITY 1-54

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1. Statement of intent

- 1.1. The aim of this policy is to ensure that, throughout the work undertaken by Priority 1-54, children and young people are safeguarded from all forms of abuse and exploitation. This work may include direct and indirect contact with children and young people including contact via all forms of digital technology, social media platforms and other forms of digital communication.
- 1.2 Priority 1-54 is committed to best practice which safeguards children and young people irrespective of their background. Priority 1-54 recognises that all children and young people, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have the right to equal protection from all types of harm or abuse

2. The purpose of the policy:

- To provide protection for the children and young people who receive services from Priority 1-54.
- To provide staff and volunteers with guidance on procedures they should adopt in the event that they suspect a child or young person may be experiencing, or be at risk of, harm.
- This policy applies to all staff, including senior managers, paid staff, volunteers and sessional workers, agency staff, students or anyone working on behalf of Priority 1-54.

3. Background and principles

- 3.1 Safeguarding children and young people is a fundamental goal for the Priority 1-54. This policy has taken into account legislative and government guidance requirements. These include:
 - Adoption and Children Act 2002
 - The Children Act 1989
 - The Children Act 2004
 - The Protection of Children Act 1999
 - The Human Rights Act 1998
 - The United Nations Convention on the Rights of the Child
 - The Use of Social Media for Online Radicalisation 2015
 - The Data Protection Act 1998
 - Sexual Offences Act 2003
 - Working Together to Safeguard Children 2010
 - Prevent Duty and Guidance for England and Wales 2015

4. We will seek to safeguard children and young people by:

- Recognising that safeguarding of children and young people is **'everyone's business'**.
- Valuing them, listening to and respecting them.
- Adopting safeguarding guidelines through procedures and a code of conduct for staff and volunteers.
- Recruiting staff and volunteers safely, ensuring all necessary checks are made.
- Sharing information about child protection and good practice with children and young people, parents, staff and volunteers.
- Sharing information about concerns with agencies who need to know, and involving parents and children and young people appropriately.
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

5. Taking action

- 5.1 Prior to undertaking any work within a schools', colleges' or youth setting, staff working for Priority 1-54 will familiarise themselves with the setting's safeguarding policies and procedures.
- 5.2 Before any work is undertaken with children and young people they will be made aware of Priority 1-54's policy and procedures regarding confidentiality and disclosure.
- 5.3 Where a concern is identified these will be reported via the schools' or colleges' or youth settings designated safeguarding lead.
- 5.4 It will be the designated safeguarding lead who will decide whether to make a referral to children's social care. They will take suitable action based on procedures set out by the local authority and local safeguarding children board, notifying the authorities where it is required.
- 5.5 If Priority 1-54 staff suspect that a child or young person is being harmed or abused and unable to report their concerns via the designated safeguarding lead or other senior managers, they will report their concerns directly to the police or local social services.

5.6 Once the setting is notified, they will decide on the best way forward. Once Priory 1-54's staff has reported their concerns their role is then limited. Staff will not take part in any investigation; though they may be called on to provide information about any disclosure.

6. Best Practice and staff code of conduct

6.1 To meet and maintain our responsibilities towards children and young people Priority 1-54 have agreed a set of best practice standards which form a code of conduct for all staff.

6.2 Best practice includes:

- Treating all children and young people with respect and dignity.
- Involving children and young people in decisions that affect them.
- Encouraging positive, respectful and safe behaviour among children and young people including challenging inappropriate or discriminatory language or behaviour.
- Asking children and young people's permission before initiating physical contact.
- Being alert to changes in children and young people's behaviour and to signs of abuse and neglect.
- Recognising that challenging behaviour may be an indicator of abuse.
- Being aware that the personal, family circumstances and lifestyles of some children and young people can lead to an increased risk of abuse.
- Maintaining appropriate standards of conversation and interaction with and between children and young people.
- Avoiding behaviour or language which could be seen as favouring children and young people.
- Avoiding any behaviour which could lead to suspicions of anything other than a professional relationship with children and young people.
- Avoiding unnecessary time alone with children and young people and risk manage any time alone or 1:1 working.
- Avoiding sharing excessive personal information with children and young people.
- Dealing with a child or young person's infatuations in an open and transparent way e.g. informing the correct managers and

managing the situation in a way which is sensitive to the feelings of the child or young person.

- Setting a good example by conducting ourselves appropriately, including online.
- Keeping up-to-date with appropriate guidance documents on wider safeguarding issues including bullying behaviour and appropriate IT/social media use.
- Avoiding the use of sexualised or derogatory language, even in jokes.
- Being clear on professional boundaries and conduct with other staff when children and young people are present.

7. Disclosure and Barring Service (DBS) checks

7.1 A Disclosure and Barring Service (DBS) check forms part of Priority 1-54's wider safeguarding processes.

7.2 Due to the nature of Priority 1-54's work with vulnerable children and young people all staff must have an Enhanced DBS check and updated on an annual basis (see Appendix 1).

7.2 DBS certificates will be made available on request and presented at the start of work undertaken together with documentation relating to Priority 1-54's Public Indemnity Insurance cover (see Appendix 1).

8. Review and action

8.1 We recognise that it is important for us to regularly review this policy to ensure that it reflects up to date guidance and best practice.

8.2 A review of our Safeguarding Policy and procedures will be carried out on an annual basis as a minimum and any necessary actions taken.

8.3 Ensuring that Priority 1-54's Safeguarding Policy is available publicly.

8.4 This policy was last reviewed on: Friday 11th January 2019.

Signed:



John Khan – Co-Director

Date: Friday 11th January 2019

Signed:



Nicola Bryson- Secretary/Trustee

Date: Friday 25th January 2019

Ratified	Monday 5 th September 2016	
Reviewed	September 2017	
Reviewed	January 11 th 2019	
Next review date	January 2020	

Disclosure & Barring Service

Name	Level	Renewal date
John Khan	Enhanced	September 30 th 2019
Tom Goulden	Enhanced	January 18 th 2019

Insurance – Aviva Insurance Limited - Contract No. 25183849CHC

TYPE	LEVEL	Renewal date
Employer's liability	£10,000,000	29 th April 2019
Public liability	£5,000,000	29 th April 2019
Product liability	£5,000,000	29 th April 2019
Professional liability	£5,000,000	29 th April 2019