



CHILD SAFEGUARDING POLICY

Terminology:

Staff includes all Trustees, freelancers, sub-contracted staff, volunteers, students or anyone working on behalf or in partnership with BEEE Creative CIO.

Visitors include all participants and audiences.

Child is anyone aged under 18 years old.

1. POLICY STATEMENT OF INTENT

BEEE Creative CIO provides a range of arts activities and learning environments for children and young people and is committed to protecting children and young people who receive the services.

BEEE Creative CIO aims to ensure that all staff are aware of the overarching principles and effective channels of communication that guide our approach to safeguarding and child protection.

BEEE Creative CIO believes that a child or young person should never experience abuse of any kind. We have a responsibility to promote the welfare of all children and young people and to keep them safe. We are committed to practice in a way that protects them.

Legal framework

This policy has been drawn up on the basis of law and guidance that seeks to protect children, namely:

- The Children Act 1989
- The Children Act 2004
- Education Act 2002 (section 175)
- Hertfordshire Safeguarding Children Board Inter-agency Child Protection and Safeguarding Children Procedures
- Safeguarding Children and Safer Recruitment in Education (DfES 2006)
- Working Together to Safeguard Children (HM Government 2018)
- The Education (Pupil Information) (England) Regulations 2005
- Dealing with Allegations of Abuse Against Teachers and Other Staff (DfE 2011)
- Keeping Children Safe in Education (September 2019)
- Counter-Terrorism & Security Act 2015 (Section 26)
- Information Sharing (HM Government July 2019)
- What to do if you are worried a child is being abused (DfE, 2015)

We recognise that:

- safeguarding is defined as: protecting children from maltreatment, preventing impairment of children's health or development, ensuring that children are growing up in circumstances consistent with the provision of safe and effective care and taking action to enable all children have the best life chances

- child protection is defined as: the activity that is undertaken to protect specific children who are suffering or likely to suffer significant harm
- there is a need to safeguard children from neglect, emotional abuse, physical abuse and sexual abuse
- the welfare of the child is paramount, as enshrined in the Children Act 1989
- all children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation of identity, have a right to equal protection from all types of harm or abuse
- some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issue
- working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

2. SAFEGUARDING ORGANISATION AND RESPONSIBILITIES

BEEE Creative CIO will follow procedures primarily established by the Hertfordshire Safeguarding Partnership but also other Local Safeguarding Children's Boards in other areas that it will geographically work.

2.1 Trustees

The Trustees carry and accept ultimate responsibility for the implementation of the Safeguarding Policy that will be reviewed annually. It will be implemented through the organisation's induction programme for staff and reviewed annually with staff.

Trustees will seek to keep children and young people safe by:

- appointing a lead board member for safeguarding
- monitoring compliance of the policy under legislation
- developing and implementing an effective e-safety policy and related procedures
- providing effective management for staff through supervision, support and training as needed
- Using our procedures to manage any allegations against staff appropriately.
- Ensuring that we have effective complaints and whistleblowing measures in place

2.2 Project Manager

The Project Manager will seek to keep children and young people safe by:

- ensuring staff can recognise, and are alert to, signs of abuse and radicalisation
- ensuring staff are aware of the procedures for handling suspected safeguarding issues, including those to be followed if a member of staff is accused or suspected of abuse, or promoting radicalisation
- recruiting staff safely, ensuring all necessary checks are made
- adopting child protection and safeguarding practices through procedures and a code of conduct for staff

2.3 Staff

Staff will seek to keep children and young people safe by:

- valuing them, listening to and respecting them
- recording and storing information professionally and securely
- using our safeguarding procedures (Recognise, Respond, Refer) to share concerns and relevant information with agencies who need to know and involving children, young people, parents, families and carers appropriately.
- Creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise.

- Ensuring that we provide a safe physical environment for our children, young people and staff by applying health and safety measures.

3. SAFEGUARDING ARRANGEMENTS

3.1 Recognise, Respond

When concerns arise regarding the safety or welfare of a participant on a project, staff are responsible for filling in 'Expression of Concern' sheet. Staff should report this immediately to the Trustee responsible for safeguarding and the Trustee will also be the first point of contact for supporting that member of staff. All staff to know the name, role and contact details for the nominated lead for Safeguarding.

3.2 Refer

The Trustees have appointed a lead person for safeguarding who will receive refresher training every three years to keep their knowledge and skills up to date. Our designated lead has received Level 1 Child Protection training that will be updated every three years and designated lead for safeguarding training that will be updated every two years.

The designated lead for safeguarding is: **Mrs C Washington, (expiry date: May 2021)**

BEEE Creative CIO will not attempt to investigate and will pass concerns about a child or request support to Hertfordshire Safeguarding Partnership (0300 123 4043).

3.3 Allegations against a member of staff

Where there is a concern that a member of staff may have behaved inappropriately the Trustees will discuss the matter with the Hertfordshire Local Authority Designated Officer (LADO) 01992 555420. BEEE Creative CIO will not attempt to investigate unless authorised to do so by the local authority.

Helen Kindred (Trustee) is the point of contact for staff who want to discuss a matter of concern.

The NSPCC Whistleblowing Advice Line is available as an alternative route for staff to get free advice and support with concerns about how child protection issues are being handled in the organisation and can be contacted by calling 0800 028 0285.

3.4 Confidentiality and Information Sharing

All suspicions and investigations are kept confidential and shared only with those who need to know. Any information shared with external agencies is done under the guidance of the Local Safeguarding Partnership.

3.5 Recruitment

BEEE Creative CIO will operate safe practices including ensuring appropriate DBS and reference checks are undertaken prior to any staff starting work on a project. An appointed Board member will undertake Safer Recruitment Training.

4. SUPPORTING DOCUMENTS

Trustees and staff should also refer to:

- Recognise, respond, refer – attached
- What to do if you're worried a child is being abuse: Advice of practitioners (March 2015)

5. POLICY REVIEW DATE

Policy agreed and signed off in February 2021

Policy review January 2021

Signed: C. Washington

Role: C. Washington, Director

Date: 2 February 2021

Children have a right to be cared for and protected and protecting them is everyone's responsibility

If you know of a child who is being neglected or abused – it's simple...

Recognise, Respond and Refer

Report it now to Children's Services, on **0300 123 4043**



Safeguarding Children



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