



Safeguarding Policy

1. Purpose of the Policy

CN Active fully recognises its responsibilities for Child Protection and Safeguarding, this Policy sets out how we will deliver these responsibilities.

CN Active aim to offer all children a safe space to create independence and individuality whilst providing a safe environment to learn practical skills, gain freedom and have fun. We achieve this through working together as a team.

We seek to ensure that all our team members and volunteers have received an appropriate level safeguarding training and adhere to the expectations and procedures as set out in this policy.

The Senior Designated Safeguarding Lead is: **Chris Nay**

2. Our Principles

Safeguarding arrangements at CN Active are underpinned by the following key principles:

- Safeguarding is everyone's responsibility: all Staff / anyone who has contact with a child or young person or including volunteers should play their full part in keeping them safe.
- We will aim to protecting children and young people using national, local and school child protection procedures.
- We aim to work in partnership and have an important role in multi-agency safeguarding arrangements as set out by Working Together 2018.
- All staff and volunteers who has contact with a child or young person have a clear understanding regarding abuse and neglect in all forms; including how to identify, respond and report it.

3. Definition of Safeguarding

Safeguarding and promoting the welfare of children in relation to this policy is defined as:

- Protecting children from maltreatment.
- Preventing the impairment of children's health or development.
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care.
- Taking action to enable all children to have the best outcomes.

(Definition taken from the HM Government document: Working together to safeguard children 2018)

4. Children who may require early help

All Staff and Volunteers working for CN Active should be alert to the potential need for early help for children, following the procedures identified for initiating early help using the local and current Safeguarding Partnership Threshold Document, and also consideration for a child who:

- Is disabled and has specific additional needs.
- Has special educational needs.
- Is a young carer.
- Is a privately fostered child.
- Has returned home to their family from care.
- Is showing signs of engaging in anti-social or criminal behaviour.
- Is in a family circumstance presenting challenges for the child, such as substance abuse, adult mental health, domestic violence.
- Is showing early signs of abuse and/or neglect.
- Is showing signs of displaying behaviour or views that are considered to be extreme.
- Is misusing drugs or alcohol themselves.
- Not attending school or are at risk of exclusion from school.
- Frequently going missing/goes missing from care or from home.
- Is at risk of modern slavery, trafficking, exploitation, radicalised.
- Not in education, training or employment after the age of 16 (NEET).

These children are therefore more vulnerable. CN Active will identify who their vulnerable children are, ensuring all Staff and Volunteers know the processes to secure addition appropriate advice, help and support where needed.

5. Types of Abuse - Child Abuse

In relation to child safeguarding and promoting their welfare 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.
- Taking action to enable all children to have the best outcomes.

There are four types of child abuse as identified in 'Working Together to Safeguard Children' and 'Keeping Children Safe in Education Statutory Guidance 2018' as:

Physical Abuse

Physical abuse may involve hitting, shaking, throwing, poisoning, burning/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 adverse effects on the child's emotional development. It may involve conveying to children 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 the 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 or 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. It may include a failure to:

- Provide adequate food, clothing and shelter.
- 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.
- Respond to a child's basic emotional needs

Bullying

Bullying and forms of bullying on and offline including prejudice based and cyber bullying is also abusive which will include at least one, if not two, three or all four, of the defined categories of abuse.

6. Signs of Abuse to look for

Physical Abuse

Most children will collect cuts and bruises and injuries, and these should always be interpreted in the context of the child's medical / social history, developmental stage and the explanation given. Most accidental bruises are seen over bony parts of the body, e.g. elbows, knees, shins, and are often on the front of the body. Some children, however, will have bruising that is more than likely inflicted rather than accidental.

Important indicators of physical abuse are bruises or injuries that are either unexplained or inconsistent with the explanation given; these can often be visible on the 'soft' parts of the body where accidental injuries are unlikely, e.g. cheeks, abdomen, back and buttocks. A delay in seeking medical treatment when it is obviously necessary is also a cause for concern.

The physical signs of abuse may include:

- Unexplained bruising, marks or injuries on any part of the body.
- Multiple bruises- in clusters, often on the upper arm, outside of the thigh.
- Cigarette burns.
- Human bite marks.
- Broken bones.
- Scalds, with upward splash marks.
- Multiple burns with a clearly demarcated edge.

Changes in behaviour that can also indicate physical abuse:

- Fear of parents being approached for an explanation.
- Aggressive behaviour or severe temper outbursts.
- Flinching when approached or touched.
- Reluctance to get changed, for example in hot weather.
- Depression.
- Withdrawn behaviour.
- Running away from home.

Emotional Abuse

Emotional abuse can be difficult to identify as there are often no outward physical signs. Indications may be a developmental delay due to a failure to thrive and grow, however, children who appear well-cared for may nevertheless be emotionally abused by being taunted, put down or belittled. They may receive little or no love, affection or attention from their parents or carers. Emotional abuse can also take the form of children not being allowed to mix or play with other children.

Changes in behaviour which can indicate emotional abuse include:

- Neurotic behaviour such as sulking, hair twisting, rocking.
- Being unable to play.
- Fear of making mistakes.
- Sudden speech disorders.
- Self-harm.
- Fear of parent being approached regarding their behaviour.
- Developmental delay in terms of emotional progress.

Sexual Abuse

It is recognised that there is underreporting of sexual abuse within the family. All staff and volunteers should play a crucial role in identifying / reporting any concerns that they may have through, for example, the observation and play of younger children and understanding the indicators of behaviour in older children which may be underlining of such abuse.

All Staff and volunteers should be aware that adults, who may be men, women or other children, who use children to meet their own sexual needs abuse both girls and boys of all ages. Indications of sexual abuse may be physical or from the child's behaviour. In all cases, children who tell about sexual abuse do so because they want it to stop. It is important, therefore, that they are listened to and taken seriously.

The physical signs of sexual abuse may include:

- Pain or itching in the genital area.
- Bruising or bleeding near genital area.
- Sexually transmitted disease.
- Vaginal discharge or infection.
- Stomach pains.
- Discomfort when walking or sitting down.
- Pregnancy.

Changes in behaviour which can also indicate sexual abuse include:

- Sudden or unexplained changes in behaviour such as becoming aggressive or withdrawn.
- Fear of being left with a specific person or group of people.
- Having nightmares.
- Running away from home.

- Sexual knowledge which is beyond their age, or developmental level.
- Sexual drawings or language.
- Bedwetting.
- Eating problems such as overeating or anorexia.
- Self-harm or mutilation, sometimes leading to suicide attempts.
- Saying they have secrets they cannot tell anyone about.
- Substance or drug abuse.
- Suddenly having unexplained sources of money.
- Not allowed to have friends, particularly in adolescence.
- Acting in a sexually explicit way towards adults.

Neglect

It can be difficult to recognise neglect, however its effects can be long term and damaging for children.

The physical signs of neglect may include:

- Being constantly dirty or 'smelly'.
- Constant hunger, sometimes stealing food from other children.
- Losing weight or being constantly underweight.
- Inappropriate or dirty clothing.

Neglect may be indicated by changes in behaviour which may include:

- Mentioning being left alone or unsupervised.
- Not having many friends.
- Complaining of being tired all the time.
- Not requesting medical assistance and/or failing to attend appointments.

7. Specific Safeguarding Issues

In understanding the signs and indicators of specific issues listed earlier in this policy, CN Active will incorporate the signs of abuse and specific safeguarding issues on safeguarding into briefings, staff and volunteer induction training, and ongoing professional development training for all Staff and volunteers who has contact with a child or young person.

Prevent Duties

CN Active will ensure all staff including volunteers adhere to their duties in the Prevent guidance 2015 to prevent radicalisation. The Director will:

- Establish or use existing mechanisms for understanding the risk of extremism.
- Ensure staff understand the risk and build capabilities to deal with issues arising.
- Communicate the importance of the duty.
- Ensure all Staff and volunteers implement the duty.
- Keep up to date with new information and guidance as it is released.

CN Active will respond to any concern about Prevent as a Safeguarding concern and will report using local Safeguarding Procedures. We will make referrals into CHANNEL where a risk is identified, and the child or young person may need de-radicalisation. The relevant forms will be used to record any concerns and records kept. These will be treated as a Child Protection Record, storing them in a secure locked location with limited access.

Child Sexual Exploitation (CSE) & Children at Risk of Exploitation (CRE)

We recognise this is relevant to both boys and girls. Risk factors may include:

- Going missing, staying out unusually late.
- Engagement in offending.
- Disengagement from education.
- Using drugs or alcohol.
- Unexplained gifts/money.
- Overly secretive.
- Repeat concerns about sexual health.
- Decline in emotional wellbeing.
- Association in gangs.
- Unexplained injuries.
- Carrying weapons, access to or carrying unusual number of mobile phones.

All suspected or actual cases of CSE/CRE are a Safeguarding concern in which Child Protection procedures will be followed; this will include a referral to the police. If any staff or volunteers are concerned about a child or young person, they should immediately refer to the Safeguarding Designated Lead Chris Nay.

Female Genital Mutilation (FGM)

CN Active recognises and understands that there is now a mandatory reporting duty for all staff to report to the police where it is believed an act of FGM has been carried out on a girl under 18 in the UK. Failure to do so may result in disciplinary action being taken.

All suspected or actual cases of FGM are a Safeguarding concern in which Safeguarding procedures will be followed. If any staff are concerned about a child, they will refer to the Safeguarding Designated Lead within CN Active unless there is a good reason not to do so.

Signs may include:

- Days absent from attending the course.
- Not participating in Physical Activities.
- In pain/has restricted movement/frequent and long visits to the toilet/broken limbs.
- Confides that she is having a special procedure, cut or celebration.
- Unauthorised and or extended leave, vague explanations or plans for removal of a female in a high-risk category where parents from a country who are known to practice FGM especially over the summer period.
- Plans to take a holiday which may be unauthorised, unexplained or extended in a country known to practice FGM.

Allegations of abuse against other children / Peer on Peer abuse

We recognise that some children abuse other children or their peers; therefore, the reasons for this are complex and are often multi-faceted. We understand that we need as a Sports Club to have clear mechanisms and procedures in place to identify and report incidents or concerns. We aim to reduce this behaviour and any related incidents with an expectation to eliminate this conduct in CN Active.

Peer on peer abuse is a Safeguarding concern and will require a discussion with the Designated Safeguarding Lead who will seek advice from agencies and professionals including reference to the Safeguarding procedures as outlined by the local authority. This will may a referral into the Police and Social Care.

We recognise peer on peer abuse can take some of these forms:

- Language seen as derogatory, demeaning, inflammatory.
- Unwanted banter.

- Sexual harassment.
- Sexual Violence.
- Hate.
- Homophobia.
- Based on gender differences and orientation.
- Based on difference.

We will pay adherence to the guidance- Sexual Violence and Sexual Harassment in Schools/Colleges between children (December 2017) and have a strategy to work with the referring school or organisation for the children this relates to. If the incident has occurred between children from the same referring organisation CN Active will work with the school/college to resolve and support the children involved appropriately.

Carrying Knives / Offensive Weapons & Gang Culture

Bringing and carrying a knife/offensive weapon onto CN Active premises is a criminal offence and immediate action will be taken by calling the police.

If a member of staff suspects a child or young person of being involved in gang culture, this is a safeguarding concern and will require a discussion with the Designated Safeguarding Lead who will seek advice from agencies and professionals. The Child or young person may be an exploited child and victim to which CN Active will offer support as part of the plan put in place by external agencies.

8. Recording and Reporting suspicion of abuse and disclosure

Staff will make an objective record of any observation or disclosure, supported by the Designated Safeguarding Co-ordinator. This record includes:

- The Child's / Young Person's name.
- The Child's / Young Person's address.
- Age of the Child and date of birth.
- Date and time of the observation or disclosure.
- Exact location of the observation or disclosure.
- Exact words spoken by the Child / Young Person's.
- Exact position and type of any injuries or marks seen.
- Detailed observation notes of any incident including any concern that was reported along with the names of other people present at the time.
- A record of any discussion held with the parent or carer where deemed appropriate.

These records must be signed by the person reporting this and countersigned by the Designated Safeguarding Lead, dated and kept in a separate confidential file.

If a Child or Young Person starts to talk to an adult about potential abuse it is important not to promise confidentiality. This promise cannot be kept. It is vital that the Child or Young person is allowed to talk openly, and disclosure is not forced by leading questions or words put into their mouths. As soon as possible after the disclosure details must be logged accurately.

It may be thought necessary that through discussion with all concerned the matter needs to be raised with the Local Authority's Children's Social Care Team. Staff or volunteers involved may be asked to supply details of any information or concerns they have with regard to a Child or Young Person. CN Active expects all members of staff and volunteers to co-operate with the Local Authority's Social Care Team and the Police in any way necessary to ensure the safety of the children.

Staff and volunteers must not make any comments either publicly or in private to colleagues, friends or family about the supposed or actual behaviour of a parent or member of staff. In all incidences they should speak directly to the Designated Safeguarding Lead.

9. Dealing with allegations against staff and volunteers who work with children

CN Active will adhere to the procedures set out under 'Allegations Made Against Professionals.' This document can be found on the Local Safeguarding Partnership website.

If a member of staff has concerns about another member of staff, then this will be referred to the Director. We will ensure that all allegations are discussed with the Local Authority Designated Lead (LADO).

10. Records

All concerns about a child or young person will be recorded and secure records kept. This record will be a separate child protection / welfare record held on a separate child protection file and each concern clearly recorded with all dates, decisions, actions taken and with outcomes and feedback to the referrer. Records will be held as private and confidential records with access only allowed to the Designated Safeguarding Lead at CN Active.

11. Safeguarding Roles and Responsibilities

CN Active Staff and Volunteers

All Staff and Volunteers who has contact with a child or young person have responsibility for the following:

- Have read and follow the procedures as set out in the CN Active Safeguarding Policy and Local Safeguarding Partnership procedures.
- Listening to, the views, wishes and feelings of children and young people, ensuring in this that their voice is heard and referred to.
- Knowing who the Designated Leads for Safeguarding are.
- Being alert to the signs of abuse, including specific issues in Safeguarding and their need to refer any concerns immediately to the Safeguarding Designated Lead.
- To be aware of the 'Allegations Against Professionals' LADO procedures and feel confident in been able to use them including how to report concerns about other staff and the setting.
- To be aware of Whistle Blowing procedures and where to obtain further information, advice and support.
- Being aware of the 'Guidance for Safer Working Practices when working with Children and Young People in education settings, 2019', relevant sections of 'KCSIE 2019' and local procedures for 'Safer Working Practices.'
- Ensuring that their Safeguarding and Child Protection training is up to date, undertaking refresher/update training at least annually.

CN Active Leadership

The Senior Designated Safeguarding Lead is: **Chris Nay**

The Leadership team have responsibility for the following:

- Have read, follow and lead by example the procedures as set out in the CN Active Safeguarding Policy and Local Safeguarding Partnership procedures.
- Taking leadership responsibility for ensuring all staff and volunteers are trained in Safeguarding and Child Protection arrangements during their induction and on an annual basis.
- Ensures that all Staff and Volunteers are made aware of and read the CN Active Safeguarding Policy.
- Ensure there are robust safer recruitment procedures in place and a framework of checks, tracking and monitoring.

- That they are up to date with emerging issues in Safeguarding and recognise the strategies by the Local Authority in trying to keep children safe in Derbyshire.
- Ensuring that the DSL are fully equipped to undertake the Safeguarding role fully and that they have access to the appropriate training and updates as issued.
- That a Designated Safeguarding Lead is available at all times.
- That there are procedures in place in handling allegations against Staff, or Volunteers and any concerns staff and volunteers have (including concerns about the setting) are referred to the Local Authority Designated Lead (LADO) in every case.
- That effective ways in place to identify emerging problems and potential unmet needs for individual children and families.
- That the Local Authority Case Referral Pathway is always used for reporting concerns about extremism or views considered to be extreme which may include a referral to PREVENT / CHANNEL and / or Social Care.

12. Recruitment

- CN Active will prevent people who pose a risk of harm from working with children and young people by adhering to statutory responsibilities to check all staff who work with children and young people, taking proportionate decisions on whether to ask for any checks beyond what is required.
- We will ensure staff and volunteers undergo appropriate checks via the Disclosure and Barring Service (DBS) relevant to their post and this includes any Prohibition checks necessary for the post.
- We references will be sought with measures in place to ensure scrutiny and to verify all potential staff.
- That our Volunteers are adequately supervised, being aware of the differences between supervised and unsupervised interaction with the children and young people. We will ensure risk assessments are in place for volunteers for when they undertaking activities with the children and young people.
- CN Active will have a Single Central Record which will cover all Staff and volunteers, frequent visitors, agency and supply, and others according to their role and responsibility. We will ensure this record is regularly updated and reviewed in line with National and Local requirements.

13. Creating a safe environment

CN Active will ensure that All Staff and volunteers who has contact with a child or young person are competent to carry out their responsibilities for Safeguarding in promoting the welfare of children and young people, by creating an environment and an ethos whereby all Staff including volunteers feel able to raise concerns, along with being supported in their Safeguarding role.

We will endeavour to create a culture of listening to children and young people, taking account of their wishes, feelings and voices both in individual decisions and group development.

14. Legal frameworks applied within this policy

- Children's Act 1989 & 2004
- Childcare Act 2006
- Safeguarding Vulnerable Groups Act 2006
- The Prevent Duty 2015
- What to do if you're worried a child is being abused 2015
- Counter-Terrorism & Security Act 2015
- Working together to Safeguard children 2018
- Information Sharing: Advice for practitioners July 2018
- Keeping Children Safe in Education September 2019

15. Important relevant contact numbers and emails

- Starting Point
- Starting Point Professionals Advice line
- Safeguarding Adults Board
- Local Authority Children's Social Care Team
- Local Authority Designated Officer (LADO)
- MASH (Multi Agency Safeguarding Hub)
- Government helpline for extremism concerns 02073407264
- Non-emergency Police 101
- NSPCC - National Helpline 0808 800 5000
- Local Safeguarding Children's Partnership
- Local Authority Starting Point online referral form
- County LADO
- PREVENT lead officer

15. Review

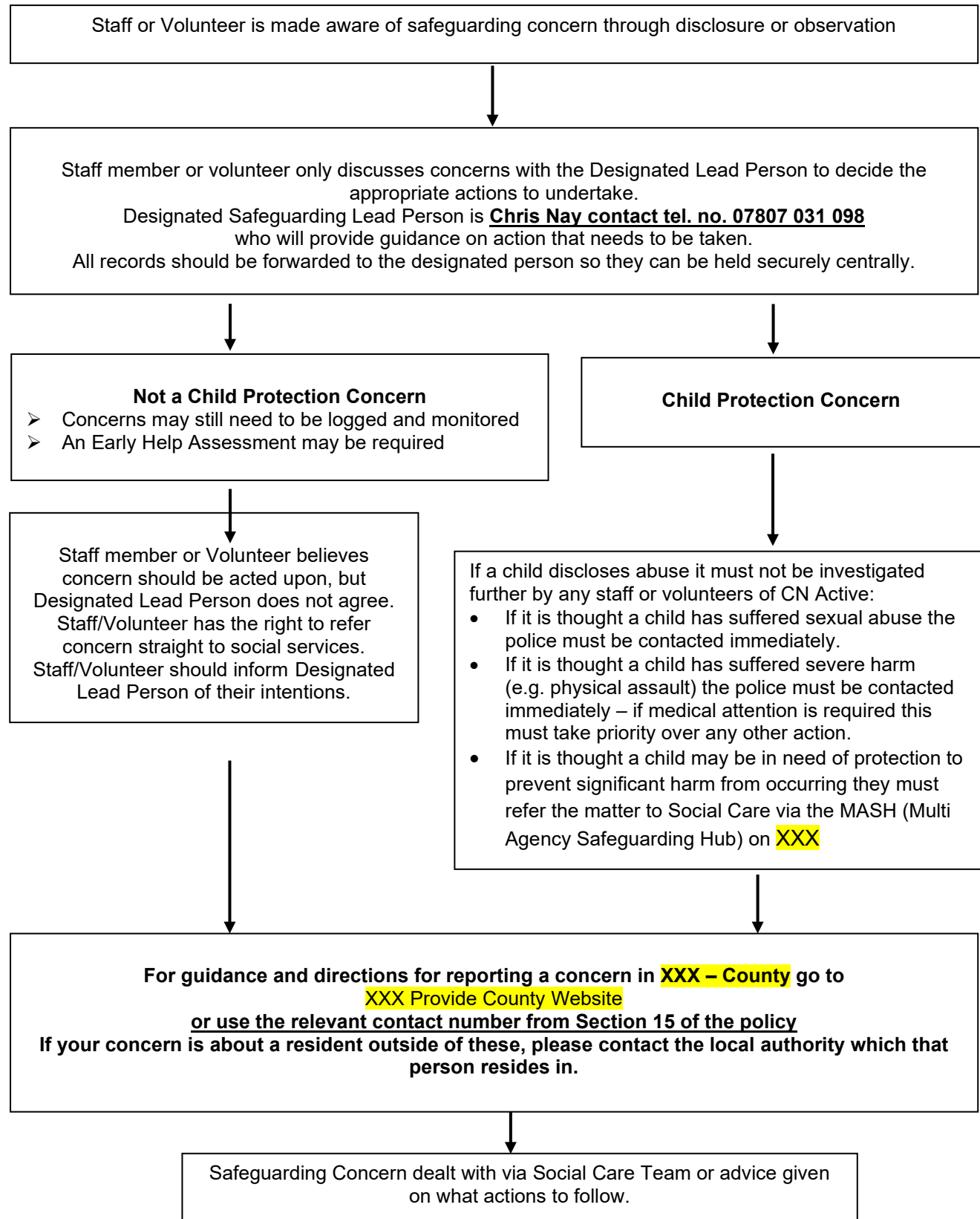
This policy was last reviewed on:

Appendix A: Safeguarding Children's Flow Chart



CN Active is a Private Limited Company. Registered company number 13838740. Director: Mr Christopher Nay. Registered address: 288, Church Street, Blackpool, Lancashire, United Kingdom, FY1 3QA

Appendix A: Safeguarding Children's Flow Chart



If Social Care assesses that concerns meet their referral threshold criteria and an assessment / intervention is co-ordinated, Social Care may not always be able to share all information regarding individual cases referred to them due to data protection and sensitive information. However, it is good practice to follow up that support is being appropriately provided and to continue to advocate for support if there are continuing concerns.

If Social Care does not see the case as appropriately meeting their threshold for referral it may be that there is a multi agency response required to support the child/family via an Early Help Assessment arrangement which the organisation may have continued involvement within.