

**Safeguarding and Child Protection Policy**

**1. Background**

The mission of BOUNCE! is to improve mental health and build resilience in children, their families and their wider school community, improving learning outcomes and creating happier learners. Children may, through the relationships provided to them by BOUNCE!, take the opportunity to share information about a harmful experience or incident. This may happen in a direct way through a verbal disclosure, or indirectly through play or demeanour or through another child. In addition, there may be some physical evidence of neglect or apparent injury, which is noted by a member of the BOUNCE! team. BOUNCE! associates who are working with parents may also have cause to be concerned about the welfare of that person as well as their children.

**2.** **Purpose and application of Policy**

BOUNCE! believes that it is always unacceptable for a child or young person to experience abuse of any kind and recognises its responsibility to safeguard the welfare of all children and young people. We are fully accountable for ensuring appropriate actions are taken by us in order to safeguard any of our service users. This may also include ensuring our partner agencies have taken appropriate actions.

For the purpose of clarity in this policy, when we refer to Children or Young people, we mean from the ages of 0 (unborn) and anyone who has not yet reached their 18th birthday.

For any concerns relating to a young person aged 18 years old or above, please refer to our Adult Safeguarding Policy. The child centred approach is fundamental to safeguarding and promoting the welfare of every child. A child centred approach means keeping the child in focus when making decisions about their lives and working in partnership with them and their families.

**We recognise that:**

• the welfare of the child / young person is paramount

• all children, 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

• working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people’s welfare

**The purpose and scope of the policy**:

• to provide protection for the children and young people who receive BOUNCE! services, including the children of adult clients

• to provide all staff and volunteers with guidance on procedures they should adopt if they suspect a child or young person may be experiencing, or is at risk of, harm

• the policy applies to all BOUNCE! workers, including the board of trustees, paid associates, volunteers and sessional workers, students or anyone working on behalf of BOUNCE!

We will seek to safeguard children and young people by:

• valuing them, listening to and respecting them

• adopting safeguarding and child protection guidelines

• recruiting associates and volunteers safely, ensuring all necessary checks are made

• sharing information about child protection and good practice with children, parents, staff and volunteers

• sharing information about concerns with agencies who need to know, and involving parents and children appropriately

• providing effective guidance and management for associates and volunteers through supervision, support and training

It is essential that members of the BOUNCE! team are aware of their duties concerning safeguarding and ensure that:

• the safety and wellbeing of the child is promoted

• the law and statutory guidance concerning child protection and safeguarding is complied with

• the policies of the school, the Local Authority, Safeguarding Partners / Child Protection Committees in which BOUNCE! is working are respected

• all associates and volunteers at BOUNCE! comply with the child protection and safeguarding policy.

**It is not the role or responsibility of BOUNCE! to investigate allegations of harm or risk of harm.**

Disclosures or concerns arising out of any of these areas of service delivery will be treated the same and are all covered by this policy.

**3. Statutory and legal framework**

The Children Act 1989 and 2004 provides the overall framework for safeguarding children and promoting their welfare. The child’s welfare is to be the paramount consideration in all decision-making.

The Government’s guidance on safeguarding children in England is called Working Together to Safeguard Children 2018 (often shortened to Working Together). Working Together acknowledges the need for all providers of children’s services, including those in the voluntary sector, to work in collaboration and to agreed local standards.

Keeping Children Safe in Education 2019 sets out what schools and colleges in England must do to safeguard and promote the welfare of children and young people under the age of 18.

Section 157 and 175 of the Education Act 2002, and the Education and Inspections Act 2006, places upon School Governors the duty to ensure that schools safeguard and promote the welfare of children.

**4. Recognition and reporting**

It is essential that those who work with children and families should be alert to the signs of child abuse. There are four main categories of abuse:

**Physical Abuse** - A form of abuse which 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. Potential signs are:

• the explanations are not consistent with injury or the child’s age and stage of development

• there is no explanation at all, or the explanation offered changes

• there has been unreasonable delay in seeking medical advice

• the child has bruises or other injuries of different ages at the same time

• the explanation for injuries appears adequate, but is frequent enough to indicate lack of supervision

• movement appears impaired or causes pain

**Neglect** - 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:

• provide adequate food, clothing and shelter (including exclusion from home or abandonment)

• 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.

Potential signs are:

• lack of physical development

• stealing, gorging or storing of food

• inadequate or inappropriate clothing

• poor hygiene

• lack of appropriate supervision

• failure to seek medical advice, and record that it has been offered

and refused (if applicable)

• poor academic performance and poor school attendance

**Emotional Abuse** - 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 a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person

• not giving the child opportunities to express their views, deliberately silencing them or ‘making fun’ of what they say or how they communicate

• age or developmentally inappropriate expectations being imposed on children

• 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

• seeing or hearing the ill-treatment of another

• 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 (Working Together 2018)

As highlighted above, Domestic Abuse is generally treated as falling under emotional abuse. The cross- government definition (2014) of domestic violence and abuse is as follows:

**Any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence or abuse between those aged 16 or over who are, or have been, intimate partners or family members regardless of gender or sexuality. The abuse can encompass, but is not limited to psychological, physical, sexual, financial and emotional.**

BOUNCE! considers that domestic abuse is a child protection issue and that if children witness or hear domestic abuse, this must be treated as a child protection matter, even if they are not directly involved in the incidents. The Adoption and Children Act 2002 states that impairment can be caused by seeing or hearing the ill treatment of another.

**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

• 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

Potential signs are:

Physical

• movement appears impaired or causes pain.

Medical

• recurrent unexplained abdominal pain

• wetting or soiling

• recurrent urinary symptoms

• sexually transmitted infections

Behavioural

• overt sexualised behaviour

• compulsive masturbation

• sexually explicit acting out/drawing

• withdrawn, overly compliant

• depression and suicidal behaviour

• self-harm

• absconding

• drug and alcohol abuse

• refusal to participate in normal routines

• sudden increase in sexual awareness.

Sexual abuse can take place online, and technology can be used to facilitate offline abuse. Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children (Working Together 2018)

**Other safeguarding concerns:**

**In addition to the above concerns, children self-harming or expressing suicidal ideas must be treated as safeguarding and child protection issues.**

Abuse could also include Child Sexual Exploitation (CSE) and sexual harassment, bullying, discrimination, Modern Day Slavery, child trafficking, forced marriage, Domestic Violence towards men or women and children, Female Genital Mutilation and corruption of children or vulnerable adults into crime or terrorism through extremism and radicalisation. Abuse and exploitation can take place through social media and through sexting. Vulnerable people are also vulnerable to financial abuse.

As an organisation we need to be aware of health and safety and bear in mind that people may target us as a charity or abuse a position of trust within the charity. We need to be vigilant for poor behaviour.

All areas of abuse are a continual responsibility of all BOUNCE! associates to be vigilant on observing the potential signs or ensuring the avoidance of possible abuse. Although the guidelines may indicate abuse there is no exact science to determine whether the above signs are the result of this. Therefore, it is our duty of care to be observant and discuss concerns with the safeguarding lead within BOUNCE! To aid with this we use the Threshold Tool [https://www.dcfp.org.uk/training-and-resources/threshold-tool/](about:blank)

**Contextual safeguarding**

Contextual safeguarding facilitates looking at these areas, when assessing a child / young person’s needs. The areas considered are:

**Home** - Domestic abuse, siblings or possible neglect

**Peer group** - Peer association, intimate partner violence and peer group sexual offending

**School** - Bullying, corridor culture and peer recruitment

**Neighbourhood** - Gang affected neighbourhood, robbery, CSE in parks and shopping centres

**For safeguarding advice / guidance and reporting, all BOUNCE! associates should contact the BOUNCE! safeguarding lead, Jane Andrews on 07778959835, or alternatively Hayley Graham on 07807085791. Where relevant also contact the safeguarding lead in the school at which the child is being seen.**

**If a young person tells you something has happened make it clear to the young person, child or vulnerable adult that any disclosure made may have to be discussed with a third party only because we must keep young people safe but reassure them that only people who need to know will be informed in order to keep them safe. You cannot keep secrets of this nature for a child and you should explain why this is** (see also confidentiality section below).

It is good practice to refrain from being drawn into secretive and collusive relationships with a young person.

• do allow the young person to do the talking

• do listen, take the young person seriously

• do remain calm and caring

• do allow child to finish

• do inform the young person what action is going to be taken

• do record conversation as soon as possible afterwards, (make note that the conversation has taken place and make a full report ensuring we use the young person’s own spoken words).

• do share concerns in accordance with guidelines as set out by BOUNCE! and, where relevant, in accordance with the guidelines set out in the safeguarding policy laid out within the school where a child is being seen.

• don’t postpone or delay the opportunity to listen

• don’t ask leading questions

• don’t allow your own feelings (such as anger, pity or shock) to surface

• don’t make false promises (i.e. that you will keep the secret)

• don’t interpret what you have been told, just record it

**What happens next?**

• present the facts that have been disclosed or your reasons for concern, both verbally and in a written report as soon as possible **and within 24 hours.**

• If the safeguarding lead(s) choose not to pursue this any further, request that they put this in writing stating their reasons.

• If you are not happy with the outcome you can contact your Local Safeguarding Children Officer (LADO) or refer your concerns directly to the local multi-agency safeguarding hub (MASH). If you have concerns about the behaviour of people responsible for safeguarding in BOUNCE! or the host school you should do the same. The details of your local LADO are provided as part of this policy. Parents and service users should be aware that they can contact the Local Authority Designated Officer if at any time they have concerns.

You should be aware that BOUNCE! should react to all reports quickly and appropriately, ensuring effective prompt action is taken.

• If a referral is made to social services they should acknowledge your written referral within one working day of receiving it, so if you have not heard back within 3 working days, contact social services again.

• All reports/correspondence are to be kept in a secure cabinet. All devices, such as computers, where information including reports and correspondence are kept must be password protected and cybersecure.

• Any email transmission of sensitive information must be via the egress secure system

In case an investigation is necessary the young person should be provided with:

• support

• continual information regarding the investigation and its outcome (this should be explained in an age / understanding appropriate way)

• privacy at all times

• access and awareness to independent advice

In the case where a BOUNCE! associate is suspected of abuse he/she will be suspended without prejudice on while the matter is being investigated. Associates will be expected to co-operate with safeguarding enquiries as part of their work contract and as part of our code of conduct.

**It is of paramount importance, as an individual that if you perceive young person’s welfare is at risk, however insignificant this may appear, you have a duty of care to act on it. IF IN DOUBT TALK WITH THE BOUNCE! SAFEGUARDING LEAD. NOTHING IS TOO INSIGNIFICANT WHEN CONSIDERING THE SAFETY OF CHILDREN IN THIS ORGANISATION.**

**5. Confidentiality**

In establishing an initial contract with the child and the parent, the limits of confidentiality must be explained, i.e. that BOUNCE! team member will need to inform the designated safeguarding lead and child protection officer in the school if there are concerns about the child’s safety. This is an important part of the contract with the child at the outset of the work. This is in line with national guidance ‘Working Together 2018’, ‘Keeping Children Safe in Education 2019’ and ‘Information Sharing 2018’. It is for the child or parent to choose what is and is not spoken about during counselling sessions or assessments. The duty to safeguard children and share information about child protection concerns takes priority over all other considerations, including the confidential nature of the counselling relationship. BOUNCE! fully participates in multi-agency working, in line with government guidance, in order to share information and safeguard children.

**“The Data Protection Act 2018 and GDPR do not prohibit the collection or sharing of personal information, but rather provide a framework to ensure that personal information is shared appropriately. In particular, the Data Protection Act 2018 balances the rights of the information subject (the individual whom the information is about) and the possible need to share information about them”.**

**6. Personnel and Safer Recruitment Practices**

The safeguarding and child protection policy must also safeguard children from harm from those placed in positions of trust or care. At BOUNCE! the following steps are taken:

• no direct work with children can begin without receipt of two satisfactory references and enhanced DBS clearance of BOUNCE! associates working directly and alone with children

• a DBS check must be in place for all BOUNCE! associates and will be updated on a three yearly basis or on a ‘live’ basis for those registered with the DBS update service

• mandatory induction training in Safeguarding is delivered to all BOUNCE! associates who work directly with children

• BOUNCE! rooms should be easily accessible and ideally should have viewing access through doors or glass panels

• BOUNCE! provides mandatory supervision for associates for their clinical work

• BOUNCE! and the school management team maintain an overview of BOUNCE! involvement with children

• the relationship between the member of the BOUNCE! team and a child who receives the service must be restricted to the professional forum, where services are delivered in accordance with BACP ethical standards

• if any associate of BOUNCE! in the school has concerns regarding the conduct of another BOUNCE! associate, they have a duty to report this concern in confidence to the Director of BOUNCE. This should be referred directly to the safeguarding lead if more appropriate

• if a BOUNCE! associate in the school has concerns regarding the conduct of any member of the school staff, they have a duty to follow this procedure and report to the school’s designated child protection officer, and their Line Manager.

**7. Monitoring and evaluation**

In order to monitor and review safeguarding policies and procedures BOUNCE! will collect and record information. This information will enable us, as an organisation to understand our strengths and weaknesses and use this information for the purpose of improvement and revision of our policies and procedures.

As part of this BOUNCE! will:

• keep a register of risks and how we will manage them.

• keep personnel paperwork records up to date.

• keep a log of training / briefing sessions held with names, dates, content of training and suggestions for improvement of future sessions.

• keep a log of queries that are received by the safeguarding lead in relation to child protection issues, including information on who made the query, date, nature of the query, how the query was dealt with, who else was informed (if relevant) and any follow-up actions needed. This information will be used to improve training sessions / develop ‘frequently asked questions’ (FAQ) sheets etc.

• include child protection as an agenda item at all (quarterly) trustee meetings

As part of these meetings we will consider:

• risk to children, including if there are any existing or new risks in the organisation that are not covered by current policy and procedures which need to be dealt with

• BOUNCE! associates knowledge about child abuse, including knowing how to respond to / report alleged abuse for both children and staff, knowledge of behaviour guidelines for both children and staff, opportunities available for training.

• people’s attitude to child protection, including how seriously do people take child protection issues in the organisation, how openly is child protection discussed in the organisation and how much are children respected as individuals

• practice, including if lessons are learned from the successes and challenges of implementing child protection policy and procedures, and if they are documented, and acted on, and how safe do children feel overall in the project.

**We are committed to reviewing our policy and good practice annually.**

**Safeguarding Policy – LADO in Devon**

LADO is for safeguarding with regard to professionals

‘LADO Officers provide advice and guidance to employers and voluntary organisations that have concerns about a person working or volunteering with children and young people who may have behaved inappropriately or if information has been received that may constitute an allegation.’ ([www.devon.gov.uk](about:blank))

**Contact details:**

Exeter: (01392) 384964

Or email: [ladosecure-mailbox@devon.gov.uk](about:blank)

You may also call the above number just to seek advice from a Duty LADO

Alternatively please fill out the online referral form:

See more at: ([www.devon.gov.uk](about:blank))

**Details of Local Authority Designated Officers in Devon**

Contact details of the LADOs in Devon are as below. (www.activedevon.org)

|  |  |  |  |
| --- | --- | --- | --- |
| **Area** | **Name of Local Authority Designated Officer** | **Telephone** | **Email** |
| **South West Devon** | **Dave Benfield** | **01392 384964** | **dave.benfield@devon.gov.uk**  **secure email:**  **ladosecure-mailbox@devon.gov.uk** |
| **Exeter, East & Mid Devon** | **Frances Hunt** | **01392 384964** | **frances.hunt@devon.gov.uk**  **secure email:**  **ladosecure-mailbox@devon.gov.uk** |
| **Exeter, East & Mid Devon** | **Jan Liff** | **01392 384964** | **jan.liff@devon.gov.uk**  **secure email:**  **ladosecure-mailbox@devon.gov.uk** |
| **Northern Devon** | **Ray Charran** | **01392 384964** | **ray.charran@devon.gov.uk**  **secure email:**  **ladosecure-mailbox@devon.gov.uk** |
| **Plymouth** | **Simon White** | **01752 307144** | **simon.white@plymouth.gcsx.gov.uk**  **simon.white@plymouth.gov.uk** |
| **Torbay** | **Anthony Goble** | **01803 208563** | **anthony.goble@torbay.gov.uk**  **anthony.goble@torbay.gcsx.gov.uk** |

Any concerns about parents or living conditions should go to MASH

Multi-Agency Safeguarding Hub

This includes police:  0884 880 3563