



Burton Out of School Club

Safeguarding (Child Protection) Policy

Burton out of School Club is committed to building a 'culture of safety' in which the children in our care are protected from abuse, harm and radicalisation.

The Club will respond promptly and appropriately to all incidents or concerns regarding the safety of a child that may occur. The club's child protection procedures comply with all relevant legislation and with guidance issued by the Kirklees Safeguarding Board (KSCB).

The Club's designated CPO is Angela Green. The Deputy CPO is Beverley Pankhurst.

Child abuse and neglect:

Child abuse is any form of physical, emotional or sexual mistreatment or lack of care that leads to injury or harm. An individual may abuse or neglect a child directly, or by failing to protect them from harm. Some forms of child abuse and neglect are listed below.

- **Emotional abuse** is the persistent emotional maltreatment of a child so as to cause severe and persistent adverse effects on the child's emotional development. It may involve making the child feel that they are worthless, unloved, or inadequate. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.
- **Physical abuse** can involve hitting, shaking, throwing, poisoning, burning, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may be also caused when a parent or carer feigns the symptoms of, or deliberately causes, ill health to a child.
- **Sexual abuse** involves forcing or enticing a child to take part in sexual activities, whether or not the child is aware of what is happening. This can involve physical contact, or non-contact activities such as showing children sexual activities or encouraging them to behave in sexually inappropriate ways.
- **Neglect** is the persistent failure to meet a child's basic physical and emotional needs. It can involve a failure to provide adequate food, clothing and shelter, to protect a child from physical and emotional harm, to ensure adequate supervision or to allow access to medical treatment.

Signs of child abuse and neglect:

Signs of possible abuse and neglect may include:

- Significant changes in a child's behaviour
- Deterioration in a child's general well-being
- Unexplained bruising or marks
- Comments made by a child which give cause or concern
- Inappropriate behaviour displayed by a member of staff, or any other person. For example, inappropriate sexual comments, excessive one-to-one attention beyond the requirements of the role, or inappropriate sharing of images.

If abuse is suspected or disclosed:

When a child makes a disclosure to a member of staff, that member of staff will:

- Reassure the child that they were not to blame and were right to speak out

- Listen to the child but not question them
- Give reassurance that the staff member will take action
- Record the incident as soon as possible (see Logging an incident below)

If a member of staff witnesses or suspects abuse, they will record the matter straightaway using the **Logging a concern form**. If a third party expresses concern that a child is being abused, we will encourage them to contact Social Care directly. If they will not do so, we will explain that Club is obliged to and the incident will be logged accordingly.

Peer-on-peer abuse:

Children are vulnerable to abuse by their peers. Peer-on-peer abuse is taken seriously by staff and will be subject to the same child protection procedures as other forms of abuse. Staff are aware of the potential uses of information technology for bullying and abusive behaviour between young people.

Staff will not dismiss abusive behaviour as normal between young people. The presence of one or more of the following in relationships between children should always trigger concern about the possibility of peer-on-peer abuse:

- Sexual activity of any kind, including sexting
- One of the children is significantly more dominant than the other (e.g. much older)
- One of the children is significantly more vulnerable than the other (e.g. in terms of disability, confidence, physical strength)

If peer-on-peer abuse is suspected or disclosed

We will follow the same procedure as set out above for responding to child abuse.

Extremism and radicalisation:

All childcare settings have a legal duty to protect children from the risk of radicalisation and being drawn into extremism. There are many reasons why a child might be vulnerable to radicalisation, e.g:

- Feeling alienated or alone
- Seeking a sense of identity or individuality
- Suffering from mental health issues such as depression
- Desire for adventure or wanting to be part of a large cause
- Associating with others who hold extremist beliefs

Signs of radicalisation:

Signs that a child might be at risk of radicalisation include:

- Changes in behaviour, for example becoming withdrawn or aggressive
- Claiming that terrorist attacks and violence are justified
- Viewing violent extremist material online
- Possessing or sharing violent extremist material

If a member of staff suspects that a child is at risk of becoming radicalised, they will be recorded on the **Logging a concern form**, and refer the matter to the CPO

Logging a concern

All information about the suspected abuse or disclosure, or concern about radicalisation, will be recorded on a **Logging a concern form** as soon as possible after the event. The record should include:

- Date of the disclosure, or the incident, or the observation causing concern
- Date and time at which the record was made

- Name and date of birth of the child involved
- A factual report of what happened. If recording a disclosure, you must use the child's own words
- Name, signature and job title of the person making the record

The record will be given to the Club's COP who will decide on the appropriate course of action.

For concerns about **child abuse**, the CPO will contact Social Care using the flow chart on display in the cupboard. The CPO will follow up all referrals to Social Care in writing within 48 hours. If a member of staff thinks that the incident has not been dealt with properly, they may contact Social Care directly.

For minor concerns regarding **radicalisation**, the CPO will contact Kirklees Prevent Co-ordinator:
[Lee Hamilton:Tel 01484 221000 email: prevent@kirklees.gcsx.gov.uk.](mailto:prevent@kirklees.gcsx.gov.uk)

For more serious concerns the CPO will contact the Police on the non-emergency number 101, or the anti-terrorist hotline on 08007890321. For urgent concerns the CPO will contact the Police using 999.

Allegations against staff:

If anyone makes an allegation of child abuse against a member of staff the procedures set out in The Allegations of Child Abuse against Staff should be followed. All staff must sign a Whistle Blowing Statement as part of their induction.

The Club promotes awareness of the child abuse and the risk of radicalisation through its staff training. The Club ensures that:

- The designated CPO has relevant experience and receives appropriate training in safeguarding and the Prevent Duty, and is aware of the Channel Programme and how to access it.
- Designated person training is refreshed every three years.
- Safe recruitment practices are followed for all new staff.
- All staff have a copy of this Safeguarding (Child Protection) policy, understand its contents and are vigilant to signs of abuse, neglect or radicalisation
- All staff are aware of their statutory duties with regard to the disclosure or discovery of child abuse, and concerns about radicalisation
- All staff receive basic training in the Prevent Duty
- Staff are familiar with the Safeguarding File which is kept in the cupboard
- The Club's procedures are in line with the guidance in 'Working Together to Safeguarding Children (2015) and staff are familiar with the guidance in 'What To Do If You're Worried Child Is Being Abused (2015)

Use of mobile phones and cameras

Only the club camera will be used to take photographs of the children at the Club, except with the express permission of the manager. Mobile phones must not be used to take photos in the club, by staff, children or parents. (As set out in our Mobile Phone Policy)

