



Title of policy:	Child Safeguarding Policy
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Owned by:	Young Carer's Lead
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Related policies, procedures and guidance:

Adult Safeguarding policy and procedure	Lone Working Policy and procedure
Health and Safety Policy and procedure	Confidentiality Policy
Safer Recruitment Policy	GDPR policy and procedure
Whistleblowing policy	Lone Working Implementation
DBS Guidance	Learning and Development Policy

This is a discretionary policy, which does not form part of a contract of employment. The Board of Trustees of Carers in Bedfordshire may vary or amend the policy as it deems necessary.

The term staff is used in this document as a generic statement to refer to any person working for Carers in Bedfordshire in any capacity and includes volunteers, part time staff, Board members, sessional/ temporary workers and work placement students working with younger children.

Legal Framework

Carers in Bedfordshire's Child Protection Policy is underpinned by:

Children Act 1989	Children Act 2004
Protection of Children Act 1999	The Police Act 1997
UN Convention on the Rights of the Child	Human Rights Act 1998
Data Protection Act 1998 – GDPR 2018	Green Paper <i>Every Child Matters</i>
Children and Social Work Act 2017	Working Together To Safeguard Children 2018

1. Policy statement

Carers in Bedfordshire supports the right of children and young people to be protected from abuse and will operate in line with the Bedford Borough and Central Bedfordshire Multi-Agency Child Safeguarding Policy, Practice and Procedures, acting promptly when dealing with allegations or suspicions of abuse. It is Carers in Bedfordshire's policy to have zero tolerance of abuse and upholds the principle that the safety and welfare of children and young people is always paramount, whatever the circumstances.

This Carers in Bedfordshire Child Safeguarding Policy makes it clear that it is everybody's responsibility to report abuse wherever it is seen, suspected or reported and to take the necessary immediate actions to ensure the protection of any child or young person, including unpaid family carers.

All children have equal rights to protection from harm. Carers in Bedfordshire recognises the additional vulnerability of some children and young people and the extra barriers they face because of their race, gender, age, religion, disability or sexual orientation, social background or culture. Special care is needed in dealing with children whose age, inexperience or physical condition makes them particularly vulnerable to abuse.

Scope of this policy – this policy applies to all children and young people under 18 who are service users of Carers in Bedfordshire. This includes young carers, cared for children and young people and other children and young people connected to the work of Carers in Bedfordshire.

1.1 Safeguarding commitment:

Carers in Bedfordshire is committed to:

- Identifying the abuse of children and young people
- Responding effectively to any circumstances giving grounds for concern, or where formal complaints or expressions of concern are expressed
- Raising awareness of the extent of abuse on children and young people, including carers, and its impact on them
- Making sure our policies, procedures and practices stay up to date with good practice and the law in relation to safeguarding children and young people and comply with the Multi-Agency Child Safeguarding Policy, Practice and Procedures
- Following the safeguarding procedures of the Local Safeguarding Children's Board (LSCB) or equivalent (the Children's Safeguarding Panel, which will replace the LSCB).
- Training all staff at induction to follow the safeguarding reporting procedures and update training annually
- Regularly monitoring, evaluating and auditing how our policies, procedures and practices for safeguarding children and young people are working
- Having a Designated Safeguarding Lead for child safeguarding

- Ensuring that all our services are provided in a manner that respects as far as possible the dignity, pride and identity of children.
- Recognising the importance of working with parents, carers and communities and co-operating with other agencies in safeguarding children and young people.

The Designated Safeguarding Officer for child safeguarding will

- Ensure the Carers in Bedfordshire Child Safeguarding Policy is legally compliant
- Act as a specialist advisor in Children’s Safeguarding within Carers in Bedfordshire
- Collate all Children’s Safeguarding incident reports, maintain the safeguarding incident log and provide, as required, reports to the CEO and the Board
- Review Children’s safeguarding incident reports 6 monthly for organizational and practice learning and provide a learning report to all staff and the Board
- Audit implementation of the child safeguarding policy annually and report to the Board

1.2 Governance

The Trustee Board of Carers in Bedfordshire have governance responsibility for this policy, including approving the policy, ensuring that the policy is reviewed and that it is compliant with current legislation and good practice.

The Trustee Board will exercise its responsibility to report serious incidents to the Charity Commission. A serious incident is an adverse event, whether actual or alleged, which results in or risks significant harm to the charity’s beneficiaries. Carers in Bedfordshire trustees will act within the Charity Commission guidance ‘How to report a serious incident in your charity’.

<https://www.gov.uk/guidance/how-to-report-a-serious-incident-in-your-charity>

Appendix 4 sets out the definition and procedure which trustees will adopt in carrying out this responsibility.

The Board will receive six monthly reports on safeguarding incidents and an annual report on the implementation of this Child Safeguarding Policy. The Board members will receive appropriate training in child safeguarding to support their governance role.

The Board delegates responsibility for the implementation of the policy, procedure and guidance to the CEO, Designated Safeguarding Lead and departmental Leads.

1.3 Context

The focus of this policy are children and young people under the age of eighteen years who are experiencing abuse, maltreatment or neglect or about whom there is a concern.

This policy enables Carers in Bedfordshire to ensure that children are appropriately safeguarded by

- Preventing abuse, maltreatment and neglect from happening
- Promoting well-being, safety and
- Responding effectively to instances of abuse, maltreatment and neglect

This safeguarding duty applies to a child who is experiencing, or at risk of, abuse or neglect and is based on the concept of zero tolerance of abuse of children and young people.

1.4 Safe Recruitment, Staffing and Volunteers

Carers in Bedfordshire will operate a safe recruitment, employment and volunteering policy. Carers in Bedfordshire will comply with DBS regulations; all staff will undergo a DBS check and volunteers will undergo a DBS check where required.

All staff and volunteers will receive induction training in child safeguarding, including reading this Child Safeguarding Policy and its Procedures. Staff and volunteers will sign to verify this. Mandatory child safeguarding training will be provided to update knowledge and practice at a level appropriate to the job role.

Allegations: Employees and volunteers

Carers in Bedfordshire recognises that a safeguarding allegation may be made against a member of staff or volunteer. Carers in Bedfordshire will follow the Child Safeguarding Procedure: Allegations Management in the case of a safeguarding allegation against a member of staff.

1.5 Definitions

1.5.1 Abuse

Abuse may happen to a child/young person by others inflicting harm, or failing to act to prevent harm. Children may be abused in a family, institution or community setting by those known to them or more rarely by a stranger. Abuse can happen anywhere, be passive or active, isolated or repeated. Abuse includes physical, sexual, emotional abuse, neglect, child sexual exploitation, child criminal exploitation, domestic abuse, extremism; see procedure and guidelines for further definitions.

1.6 Carers and Safeguarding

Carers in Bedfordshire recognises that there are circumstances in which a young carer could be involved in a situation which might require an adult or child safeguarding response including

- A young carer may witness or speak up about abuse or neglect
- A young carer may experience intentional or unintentional harm from the adult they are trying to support or from professionals or organisations they are in contact with; or
- A young carer may unintentionally or intentionally harm or neglect the adult they support on their own or with others

If a young carer speaks out about abuse or neglect it is essential that they are listened to. Carers in Bedfordshire will comply with the relevant child or adult multi agency policies practice and procedures.

2.0 Monitoring, Audit and Review

Carers in Bedfordshire will operate systems to monitor, audit and review this Child Safeguarding Policy and its associated procedures and its implementation, reporting in line with the governance process in section 1.2 of the Policy.

3.0 Procedures and guidance

Carers in Bedfordshire operates procedures and guidance for recognising and responding to concerns, disclosures and indications of abuse for staff and volunteers. Carers in Bedfordshire will ensure that all staff and volunteers are inducted into these procedures and receive training and professional support to enable staff and volunteers to implement these child safeguarding policy and procedures. Procedures and Guidance can be found in the following documents, including reporting and recording documentation

1. Child Safeguarding Guidance: Definitions of abuse (page 6)

2. Carers in Bedfordshire Safeguarding Procedure: Report, Record, Refer (page 11)
3. Carers in Bedfordshire Child Safeguarding Guidance (page 14)
4. Child Safeguarding Procedure: Allegations Management (page 15)
5. Serious Incident Reporting: Child Safeguarding: Procedure and guidance (page 17)
6. Appendix 1: New Risk Assessment and Safeguarding report on Salesforce (page 18)
7. Appendix 2: Safeguarding Log (page 21)
8. Staff Declaration Form (page 22)