

Children Safeguarding Policy

The purpose and scope of this policy

The purpose of this policy is:

- to protect children and young people who receive Swindon City of Sanctuary's services. This includes the children of adults who use our services
- to provide parents, staff and volunteers with the overarching principles that guide our approach to child protection.

This policy applies to anyone working on behalf of Swindon City of Sanctuary, including staff, volunteers and the board of trustees. Our staff, trustees or volunteers may encounter children in a wide range of situations. These include, but are not limited to, the following:

- Working within our Schools of Sanctuary Project and visiting schools, working with students;
- Research work, which involves direct physical contact with children;
- Community projects & events;
- Photography of children for publication.

Legal framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. A summary of the key legislation is available from [nspcc.org.uk/learning](https://www.nspcc.org.uk/learning).

Related policies and procedures

This policy should be read alongside our organisational policies and procedures, including:

- Equal Opportunities Policy
- Health and Safety Policy
- Data Protection procedures
- Disciplinary action, grievances and appeals procedure
- Social Media Policy and guidelines
- Information and IT Security Policy
- Managing complaints

We believe that:

- children and young people should never experience abuse of any kind
- we have a responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them.

We recognise that:

- the welfare of the child is paramount
- all children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have a right to equal protection from all types of harm or abuse

To be reviewed June 25th 2021

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

- some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

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

- valuing, listening to and respecting them
- appointing a lead trustee for children's safeguarding
- adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for staff and volunteers
- developing and implementing an effective online safety policy and related procedures
- providing effective management for staff and volunteers through supervision, support and training
- recruiting staff and volunteers safely, ensuring all necessary checks are made
- recording and storing information professionally and securely
- using our safeguarding procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
- using our procedures to manage any allegations against staff and volunteers 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 have effective complaints and whistleblowing measures in place
- ensuring that we provide a safe physical environment for our children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance.

Swindon City of Sanctuary contact details

Designated Safeguarding Lead

Name: Cristina Bennett (Trustee and Schools Volunteer Lead)

Phone/email: schools@swindon.cityofsanctuary.org

Other useful contacts

South West Child Protection Procedures:

<http://www.proceduresonline.com/swcpp/swindon/index.html>

Swindon Family Contact Point:

Tel: 01793 466 903

Email: FCP-GCSX@swindon.gcsx.gov.uk

NSPCC Helpline

0808 800 5000

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