



Stomping Ground Safeguarding Children Policy

Stomping Ground 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, by a commitment to practice which protects them.

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 of the policy:

To provide protection for the children and young people who receive **Stomping Ground** services, including the children of adult members or users.

To provide staff and volunteers with guidance on procedures they should adopt in the event that they suspect a child or young person may be experiencing, or be at risk of, harm.

This policy applies to all staff, including directors, volunteers, freelance staff, students or anyone working on behalf of **Stomping Ground**.

Stomping Ground follows the guidance as laid out in the DfES guidance, "What to do if you are worried that a child is being abused" available at www.everychildmatters.gov.uk

Policy:

We will seek to safeguard children and young people by:

- valuing them, listening to and respecting them.
- adopting child protection guidelines through procedures and a code of conduct for staff and volunteers.
- recruiting staff and volunteers safely, ensuring all necessary checks are made, following DBS guidelines and giving relevant training.
- 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 management for staff and volunteers through supervision, support and training.

The Department of Health definition of abuse states that:

Abuse is a violation of an individual's human and civil rights by any other person or persons. Abuse may consist of a single act or repeated acts. It may be physical, verbal or psychological, it may be an act of neglect or an omission to act, or it may occur when a vulnerable person is persuaded to enter into a financial or sexual transaction to which he or she has not consented, or cannot consent. Abuse can happen in any relationship and may result in significant harm to, or exploitation of, the person subjected to it.

Currently the Department of Health identifies six categories of abuse -

Physical, sexual, psychological/emotional, financial or material, neglect and acts of omission and discriminatory.

Physical:

Hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm. When a parent or carer feigns the symptoms of, or deliberately causes ill health to a child/young person whom they are looking after, Munchausen's Syndrome by Proxy.

Stomping Ground is a registered Community Interest Company, nr 7865065, operating under a co-operative management structure and for the benefit of empowering communities creatively.



Emotional

The persistent emotional ill treatment such as to cause severe and persistent adverse effects on their emotional development. Some level of emotional abuse would be involved in all types of ill treatment of a child/young person or vulnerable adult, though it may occur alone.

Sexual

Forcing or enticing a child, young person or vulnerable adult to take part in sexual activities, whether or not they are aware of what is happening. The activities may involve physical contact, including penetrative or non-penetrative acts. Non-contact activities, such as involving the viewing or the production of pornographic material, watching sexual activity or encouraging children, young people and vulnerable adults to behave in sexually inappropriate ways.

Neglect

The persistent failure to meet a person's basic physical and/or psychological needs i.e. food, warmth, shelter, clothing, care and protection, likely to result in the serious impairment of their health or development.

Neglect and poor professional practice may take the form of isolated incidents or may be indicative of pervasive ill treatment or gross misconduct. The abuse or mistreatment may be acts of omission (failure to act) or commission (institutional).

Financial

May include theft, fraud, exploitation, pressure or misappropriation in connection with wills, property or other financial transactions.

Discriminatory

Abuse that focuses on culture, race, gender, religion, sexual orientation, age, physical or mental disability and mental ill health.

Safer Recruitment Procedure

Whilst most adults seeking to work with children and young people do so for positive reasons there are a small minority of people who are unsuitable to work with children, young people and vulnerable adults. It is necessary to recruit people who can be trusted and have the right skills, qualifications and expertise to prevent bad practice in a range of situations.

- Stomping Ground's recruitment processes are influenced by good practice in terms of safeguarding, equality and diversity and the participation of young people.
- In order to ensure the health, welfare and safety of children, young people and vulnerable adults, staff must be competent to do the job and suitable.

Competence is a pre-requisite for the position and evidence of relevant experience, training and/or qualifications will be required. If not a pre-requisite, competence may be gained by relevant training.

Suitability checks will be made on applicants who apply to work with (and who will have regular access to) children, young people and vulnerable adults including long term volunteers.

The checks for suitability will entail:

- Matching potential practitioners and directors to the role and person specification.
- Completing an enhanced disclosure check from the Disclosing and Barring Service* (DBS)
- A supervised period, whilst any training or experience needs are identified.

Stomping Ground CIC

Participate. Collaborate. Community.



Rm 7 Unit 2 Holme Mills Ind Est, Holme,
Carnforth, Lancs, LA6 1RD
enquiries@stompingground.org.uk
www.stompingground.org.uk

Where practitioners, directors or volunteers have stated they possess qualifications (including driving), original certificates will be produced and checked to validate the qualification (plus driving licence, MOT, insurance and so on). If original certificates are not available certified copies will be requested.

*Disclosing and Barring Service checks

DBS Standard Disclosure This check is designed for anyone working with children or vulnerable adults in occupations and professions that are excepted from the Rehabilitation of Offenders Act 1974. These disclosures will show any current or 'spent' convictions, cautions, reprimands and warnings held on the Police National Computer. It may also search the Protection of Children Act (POCA) List, Protection of Vulnerable Adults (POVA) List and Information on Section 142 of the Education Act, formerly called List 99.

DBS Enhanced Disclosure This check is for anyone who is to be involved in regularly caring for, training, supervising or being in sole charge of children or vulnerable adults. In addition to the level of checks made for a Standard Disclosure, the Enhanced Disclosure will include a check on local police records. Where these records contain additional information that might be relevant to the post applied for, the Chief Police Officer may release this information. An Enhanced Disclosure may include 'approved information'.

All session leaders must have a DBS.

It is sometimes the case that a volunteer, offering a few days of work in a totally supervised setting with no one-to-one contact with children, is on site and has not got a DBS. This is acceptable (as long as the guidelines of no unsupervised contact are followed) and is in line with policy.

The volunteer must have attended in-house Safeguarding training or had a verbal one to one on it, and been given a copy of the shorter policy.

All adults who may have unsupervised access to children, young people and vulnerable adults should have an **enhanced DBS disclosure** check.

The documentation (form and explanatory guide) should be sent to the new practitioner or volunteer on appointment and a system to follow up the process as efficiently as possible will be in place.

As DBS checks can often take a number of months to complete, practitioners, volunteers or directors can commence their roles **ONLY IF**:

- All other robust suitability checks have been made and verified.
- They have gone through an induction process regarding safeguarding, reading and understanding the policy.
- They do not work unsupervised or alone with children, young people or vulnerable adults until their DBS clearance has been returned.

DBS checks should be redone every three years in accordance with Bichard and Warner recommendations.

Any staff member found guilty of a criminal offence; or are under investigation for any offences against children, young people or vulnerable adults must declare this to a director immediately. In turn the directors must consult with the Safeguarding Lead and a case review will commence immediately.

What to do if a child makes a disclosure:

As practitioners who work directly with children and young people it is possible that children may disclose personal experiences directly.

Listen to what they say and don't interrupt the child whilst they are talking. Keep an open mind and don't jump to conclusions. Accept what they are saying is true and don't put words in their mouth.

Communicate with a child in a manner appropriate to their age, understanding and preference. This is especially important for disabled children and for children whose preferred language is not English.

Stomping Ground is a registered Community Interest Company, nr 7865065, operating under a co-operative management structure and for the benefit of empowering communities creatively.

Stomping Ground CIC

Participate. Collaborate. Community.



Rm 7 Unit 2 Holme Mills Ind Est, Holme,
Carnforth, Lancs, LA6 1RD
enquiries@stompingground.org.uk
www.stompingground.org.uk

Stay calm and don't show shock. If appropriate position yourself slightly to one side of the child. Empathise with the child and show support and encouragement with an occasional nod of the head. If physical contact is necessary it should be appropriate, e.g. put a hand on a child's shoulders, a hand on their arm. **Use encouraging phrases i.e. 'I'm glad you told me'; 'it's not your fault'; 'you've done really well to tell me'**

Avoid 'why' questions. Don't ask leading questions or investigate. It may be appropriate to ask questions like 'what'; 'when'; 'how'; 'where'.

Don't promise to keep secrets; it is your legal duty to pass on information and protect the child. Inform the child that you will need to tell someone else, let them know what will happen next.

Remember that an allegation of child abuse or neglect could lead to police involvement and a criminal investigation. It is essential that a practitioner does nothing to jeopardise this process such as asking leading questions or attempting to conduct their own investigation.

Record the information accurately as soon after the conversation as possible. Brief notes are fine if that's all you have time to do. Record: date, time, place, words of the child, any observations, questions you used. Draw a diagram of bruises or other relevant marks. Do not photograph physical evidence as this will not be admissible evidence. Do not destroy your original notes; these may be used in a criminal prosecution.

Procedure:

Step by step guide for Safeguarding Lead for reporting and dealing with an incident - after a child disclosure and appropriate response to child concerned

1 Report and discuss with our designated Safeguarding Lead.

Our Designated Safeguarding Lead is Lily Horseman.

- Where staff/volunteers from another agency/local school (i.e. host of the project) are involved in the direct delivery of the sessions, in the first instance they should inform a Stomping Ground director. Stomping Ground will liaise with the named child protection person at the other agency/school as required.
- Where staff/volunteers are not involved with another agency/local school (i.e. host of the project) they should follow guidelines in the flow chart below, and discuss with our designated safeguarding lead.

2 All staff members involved to record incident and discussions

- There should be no still photography or video recording of children (including the use of phones for this purpose) without the written consent of parents/carers.
- Record: date, time, place, words of the child, any observations, questions you used. Draw a diagram of bruises or other relevant marks. Do not photograph physical evidence as this will not be admissible evidence. Do not destroy your original notes; these may be used in a criminal prosecution.

3 Safeguarding Lead to contact the Triage team

- CUMBRIA SAFEGUARDING HUB (THE TRIAGE TEAM) - TEL NO: 0333 240 1727.
- IN THE UNLIKELY EVENT THAT THIS NUMBER IS UNAVAILABLE PLEASE USE 01768 895019 FOR ADVICE AND SUPPORT.

4 Safeguarding Lead to feedback to staff within 5 working days if possible (confidentiality a priority) Support to be given where needed/requested

- At Stomping Ground we take seriously our responsibility to support staff/volunteers emotionally and practically through this difficult process.

5 All records to be updated and stored safely; passed on to relevant authorities if needed

Stomping Ground is a registered Community Interest Company, nr 7865065, operating under a co-operative management structure and for the benefit of empowering communities creatively.

Stomping Ground CIC

Participate. Collaborate. Community.

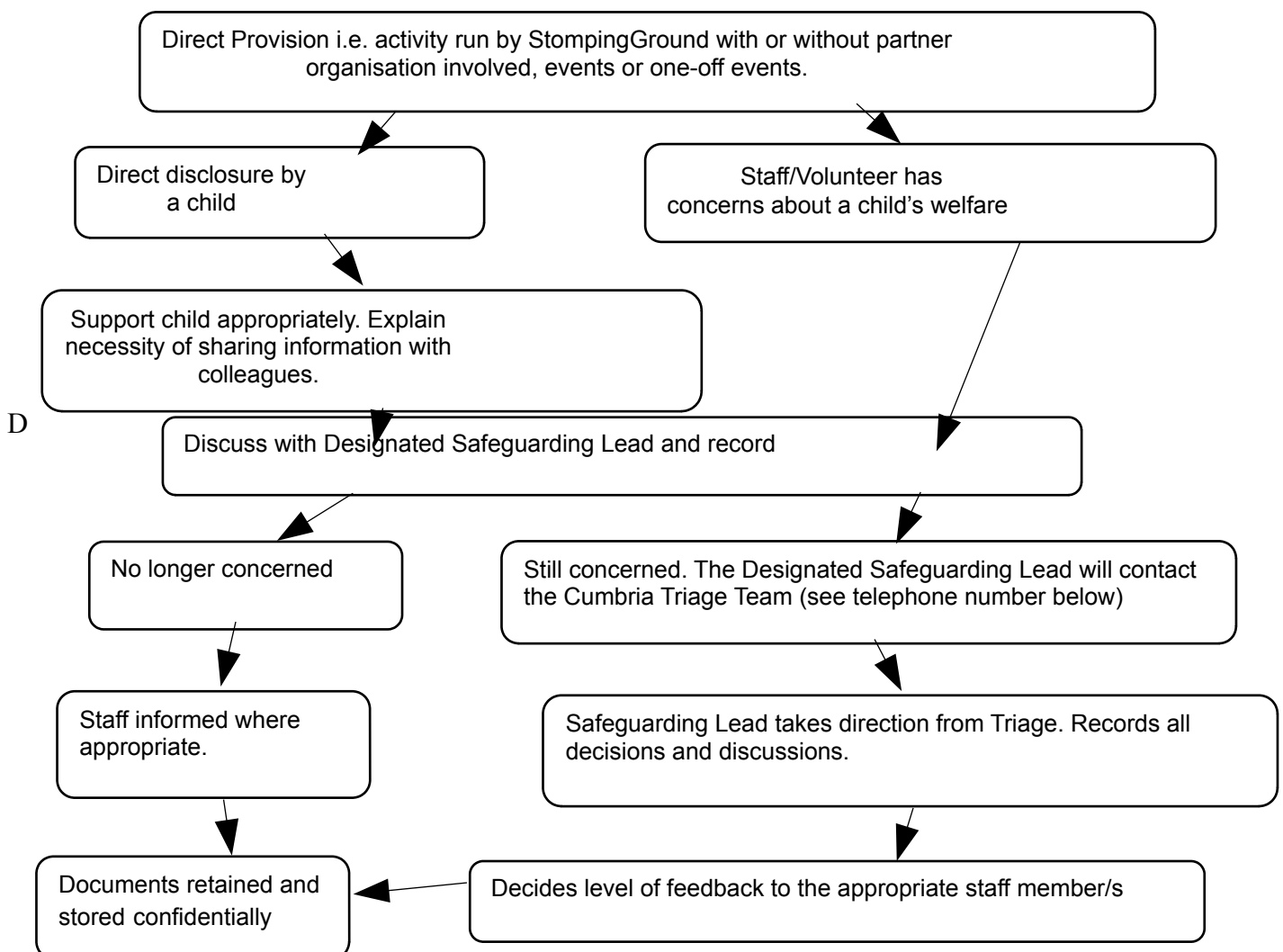


Rm 7 Unit 2 Holme Mills Ind Est, Holme,
Carnforth, Lancs, LA6 1RD
enquiries@stompingground.org.uk
www.stompingground.org.uk

Procedure for allegation of concerns about staff:

If a parent has reported a concern about a practitioner whilst they were working in an external setting, then that setting must follow its own complaints procedure.

Allegations/concerns against staff and volunteers identified must be immediately reported to a Director of Stomping Ground. Our designated Safeguarding Lead will contact the Local Authority Designated Officer (LADO) if the alleged behaviour: harmed a child, or may have; is a possible criminal offence; indicates they are unsuitable to work with children. It should be noted that the allegation/concern may have been made direct to police or social care.



Where the concern or disclosure takes place during indirect provision, eg in a school, or with another partner organisation Stomping Ground will share the information as required with the school or partner organisation's named Child Protection Officer and their procedures will also be followed.

Contacts:

Childrens Services Contact Information

Stomping Ground is a registered Community Interest Company, nr 7865065, operating under a co-operative management structure and for the benefit of empowering communities creatively.

Stomping Ground CIC

Participate. Collaborate. Community.



Rm 7 Unit 2 Holme Mills Ind Est, Holme,
Carnforth, Lancs, LA6 1RD
enquiries@stompingground.org.uk
www.stompingground.org.uk

Offices are open from 9:00am each day. They close at 5:00pm Monday to Thursday and at 4:30 pm on Fridays.

Carlisle Area

Children's Services, 3 Alfred Street North, CARLISLE. CA1 1PX

Tel: 01228 227002 **Fax:** 01228 601572

Allerdale Area

New Oxford Street, Workington, CA14 2LW

Phone: 01900 706325 **Fax:** 01900 325368

South Lakeland Area

County Offices Kendal. LA9 4RQ

Phone: 01539 713377 **Fax:** 01539 773354

Eden Area

Friargate, Penrith. CA11 7NX

Phone: 01768 812242 **Fax:** 01768 242260

Copeland Area

Somerset House, Duke Street, Whitehaven. CA28 7SQ

Phone: 01946 852852 **Fax:** 01946 852822

Barrow-in-Furness Area

Market Street, Barrow-in-Furness. LA14 2LH

Phone: 01229 407894 **Fax:** 01229 894580

If you need to contact someone in an **emergency** when offices are closed, **Out of Hours Service** is available on **01228 526690**. They deal with emergencies for the whole of Cumbria.

Lancaster County Council

Children's social care: **0300 123 6720**

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

Directors Signatures: ___Gemma Webb, Di Larfynn and Lily Rowe-Horseman.

Adopted on: ___Monday February 8th 2016_____

Reviewed date: ___May 6th 2022_____