



## **Safeguarding Policy**

### **'EVERY CHILD IS EVERYONES RESPONSIBILITY'**

#### **1. Safeguarding commitment**

Boom Active will endeavour to provide and undertake the following:

- A safe environment for children to partake in fun physical activity sessions
- Identify those who are suffering or at risk of suffering significant harm and will take appropriate action to ensure their safety
- Follow procedures for reporting and dealing with allegations of abuse against members of staff
- Operate a safe recruitment procedures for all staff

#### **2. What is safeguarding?**

In relation to children and young people Boom Active adopts the definition used in the Children Act 2004 and the Department for Educations (DfE) guidance document: Working Together to Safeguard Children (2013), which defines safeguarding and promoting children and young people's welfare as:

- Protecting children and young people from maltreatment
- Preventing impairment of children's and young people's health or development
- Taking action to enable all children and young people to have the best outcomes

#### **3. What is neglect and abuse?**

Abuse and neglect are forms of maltreatment – a person may abuse or neglect a child, young person or adult with safeguarding needs by inflicting harm, or by failing to act to prevent harm. This includes (Working Together to Safeguard Children 2013):

- \* Physical abuse
- \* Emotional abuse
- \* Sexual abuse
- \* Neglect

and could also include:

- \* Acts of omission
- \* Deprivation of liberty
- \* Financial abuse
- \* Abuse of trust

#### **4. Who is Responsible?**

Boom Active operates a culture of vigilance and therefore asking ALL its staff take responsibility for safeguarding, ensuring they know how to respond to concerns and disclosures.

#### **5. Disclosure from a child**

If a child discloses a safeguarding issue to any member of the Boom Active team, they must remain calm, offer reassurance and complete a 'Child protection incident/welfare concern form' (Appendix C) immediately. The member of staff recording the issue must inform the Boom Active Director (BAD) as soon as practicable. The BAD is the Safeguarding Lead. If the BAD is not available the senior coach will be notified and take the necessary actions. They must not promise confidentiality to the child, but reassure them that their discloser will only be discussed with the relevant professionals who need to be informed.

The BAD once informed will then contact the Duty and Assessment team at the Local Children's Services and inform them of the disclosure. They will follow their guidance on what to do next.

In the event of a disclosure of sexual assault the Police will be called alongside Children's Services.

Any notes from a disclosure will be passed on to Children's Services (or Police) where appropriate or otherwise destroyed in a confidential manner.

#### **6. Concerns of neglect or abuse**

All members of the Boom Active team are made aware in their induction that they are to inform the BAD if they suspect a child attending their session is being abused or suffering neglect. If a staff member suspects this they are to inform the BAD who will contact Children's Service for advice.

#### **7. Allegation against staff**

If a child, parent/carer or another staff member makes an allegation against a staff member with regards to their conduct with a child or children, the BAD must be notified immediately. On receiving this allegation the BAD will decide whether to suspend the staff member whilst an investigation is carried out. The BAD will conclude whether the Police and or OFSTED need to be informed once they have undertaken a preliminary investigation.

#### **8. Use of Mobile Phones and cameras**

All staff are asked not to use their mobile phones during a session.

Each parenting/carer registering a child for a Boom Active session, indicates on the registration form (PARQ) form whether they give permission for their child to have their photo taken and used in promotional material. The BAD and senior coaches are the only members of staff who has a list of those with permission and has the responsibility of taking photos on the Boom Active camera.

#### **9. Safer recruitment**

All Boom Active coaches are DBS checked prior to coaching at a session. If at any time volunteers/work experience students are involved within the holiday programmes they are under the constant supervision of the senior coach and will not be left alone with any child/children.

#### **10. First Aid**

At least two first aid trained members of staff are present at each session. A medical section is completed by each parent/carer for their child on the registration form. Where necessary staff are made aware of any ailments a child may have.

If an accident occurs and trained member of staff will administer first aid where required and will complete a first aid form. A form will be given to the parent/carer or designated adult collecting the child. If a child has a minor head injury that does not require hospital treatment they will be issued a sticker to wear for the remainder of the session.

In the event of hospital treatment being required whilst the child is still in the care of Boom Active, the BAD or senior coach in charge will contact the Local Authority Designated Officer (LADO) to report the injury.

#### **11. Whistleblowing**

All staff members are aware of their duty to raise concerns about the management of child protection and safeguarding, which may include the attitude or actions of colleagues. Staff members have been provided information about whistle blowing and know they should speak with the BAD or externally with the Local Authority Designated Officer (LADO) if they have any concerns.

#### **12. Complaints**

Parents/Carers wishing to make a complaint regarding a Boom Active session will be given the number for both the BAD and OFSTED. The BAD will conduct their own enquiry into any complaint received. The **Complaints Policy** will be followed for all complaints.