

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. Prevention

"Protecting those who are vulnerable and at risk of radicalisation is a job for all of us."

- * Boom Active will demonstrate that we are protecting children and young people from being drawn into terrorism by having robust safeguarding policies in place to identify children at risk, and intervening as appropriate.
- * We will make sure that staff have training that gives them the knowledge and confidence to identify children at risk of being drawn into terrorism
- * They will know where and how to refer children and young people for further help. Prevent awareness training will be a key part of this.
- * Ensure children are safe from terrorist and extremist material when attending any of our programmes.
- * We understand Prevent does not aim to criminalise people for holding political or religious views; instead, it seeks to stop individuals from going to the extreme of committing or encouraging violent activity. Providing early intervention is at the heart of "Prevent" diverting people away from being drawn into terrorist activity.

8. 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.

9. Safer recruitment

- The successful candidate will be offered the position subject to at least two references from previous employment or, in the case of a newly qualified student, their tutor and a personal or professional reference. These references will be taken up BEFORE employment commences. This may be verbal initially and then followed up with a written reference which will form part of their personnel file
- All new starters, other than those who have registered for the continuous updating service (see below), will be subject to an enhanced Disclosure and Barring Service (DBS) check. This will be initiated before the member of staff commences work in the club and they will not have unsupervised access to any child or their records before this check comes back clear.
- The club will record and retain details about the individual including staff qualifications, identity checks carried out and the vetting process completed. This will include the disclosure and barring service reference number, the date the disclosure was obtained and details of who obtained it.
- If the individual has registered on the DBS system since 17 July 2013 we may use the update service with the candidate's permission instead of carrying out an enhanced DBS check
- New starters are required to sign (letter of agreement and a suitability disclosure form) to state that they have no criminal convictions, court orders or any other reasons that disqualify them from working with children or unsuitable to do so; and that, to the best of their knowledge, no-one living in their household has been disqualified from working with children
- All new members of staff will undergo an induction period (3 months) during which time they will read and discuss the clubs policies and procedures and be assigned a 'mentor/ buddy' who will introduce them to the way in which the club operates
- During their induction period all new staff will follow all the Boom Active policies and procedure, we have in place.

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.