

Love's Farm House

Safeguarding of Children and Young People Policy

Definitions

Abuse or Neglect of a Child or Young Person:

A form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or an institutional or community setting by those known to them or, more rarely, by others. Abuse can take place wholly online, or technology may be used to facilitate offline abuse. Children may be abused by an adult or adults, or another child or children. **Source: *Working Together to Safeguard Children 2018 Government Guidance.***

The *Working Together to Safeguard Children* Guidance identifies four types of abuse or neglect of children:

- Physical abuse
- Emotional abuse
- Sexual abuse, including child sexual exploitation
- Neglect

For further definitions of abuse please see Appendix 4.

Adults at Risk:

Any adult who:

- has needs for care and support (whether or not the local authority is meeting any of those needs); AND
- is experiencing, or is at risk of, abuse or neglect; AND
- as a result of those care and support needs, is unable to protect themselves from either risk of or the experience of abuse or neglect.

Children and Young People: anyone under the age of 18.

Safeguarding Designated Person: a named person who is available to support and advise on safeguarding related matters and who will maintain confidential safeguarding records when appropriate.

Statement of Intent

The Trustees of Love's Farm House are committed to safeguarding and promoting the welfare of everyone who comes into contact with the services provided by Love's Farm House, and expect all staff and volunteers to share this commitment. Everyone who uses Love's Farm House has the right to safety from abuse and neglect.

Aims of the policy

- to ensure that all staff, trustees and regular volunteers of Love's Farm House are clear about their safeguarding responsibilities and are aware that it is part of their

duty of care to be alert to signs of abuse;

- to ensure that Love's Farm House is a safe environment for Children and Young People and that any potential risks are assessed and minimised or eliminated;
- to ensure that prompt and appropriate action is taken where there is any concern;
- to ensure that there is an easily accessible route for voicing concerns.

Objectives of the policy

- To ensure that all Love's Farm House (LFH) staff, trustees and regular volunteers have an overview of what Safeguarding Children and Young People involves and are clear about their responsibility to safeguard Children and Young People.
- To ensure that all hirers of Love's Farm House are aware of their responsibility to safeguard Children and Young People.
- To ensure that all LFH staff, trustees and regular volunteers report any safeguarding concerns to the Designated Person.
- To ensure that records of safeguarding concerns are maintained and securely stored and that appropriate confidentiality is maintained.

What Does Safeguarding Children and Young People Mean?

The *Working Together to Safeguard Children* Statutory Guidance states that safeguarding and promoting the welfare of children means:

- Protecting children from maltreatment
- Preventing impairment of children's health or development
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- Taking action to enable all children to have the best outcomes.

What are my Responsibilities in relation to Safeguarding Children and Young People?

All LFH staff, trustees and regular volunteers are expected to report any concerns relating to a Child or Young Person to the Safeguarding Designated Person, using the procedure in Appendix 1 of this policy.

All LFH hirers are expected to have their own procedures in place for the safeguarding of any Children or Young People who may attend their sessions. They must also act in accordance with LFH's Safeguarding Children & Young People Policy at all times while using the building. In order to ensure that hirers take their safeguarding responsibilities seriously, a duty to safeguard Children and Young People is included in the Love's Farm House Terms and Conditions of Hire, which form part of the hire contract.

Monitoring

This policy will be reviewed on a yearly basis by Trustees or more frequently in the event

of changes in legislation or any other significant change or event.

Appendix 1

Procedure in cases of abuse or neglect / suspected abuse or neglect of a Child or Young Person

Abuse may come to your notice in a number of ways:

- someone tells you something has happened
- a third party tells you of their concerns
- you observe unexplained or unusual injury or changes in behaviour
- an innocent remark or enquiry receives an unusual or aggressive response
- you directly observe an incidence of abusive behaviour

If a Child or Young Person is at **immediate** risk of harm or in need of urgent medical attention you should call 999 to alert the emergency services and inform the Designated Person of the action you have taken. If there is no immediate risk of harm, you should follow the Respond, Record, Report procedure in this Appendix 1. You should not take any action to investigate the situation yourself.

If a child, young person or adult at risk speaks to you in confidence:

React calmly. Allow the discloser to speak and do not interrupt, make sympathetic sounds, suggest words or finish a sentence. Most particularly do not hug, cuddle or make any kind of physical contact. However difficult this might be, in the eyes of the law, the information needs to be direct and free from possible contamination.

Do not attempt to investigate or seek confirmation of what has been disclosed.

Explain that you can not keep secrets and may have to involve other people in order to get the right help.

Seek support from your line manager or the Designated Person if you are distressed by the disclosure. Do not discuss what you have heard or seen with friends or family.

Record

Record the incident(s) which gave rise to your concern in the format set out at Appendix 2 and give this to the Designated Person, along with your notes of any conversation with or disclosure by the Child or Young Person.

When your concerns arise from a conversation with or disclosure by the Child or Young Person, you should make notes as soon as possible after the disclosure. Wherever possible you should record the exact words used in quotation marks. You should also record any non-verbal cues, body language, changes in behaviour or physical marks. Your notes should be kept securely and handed to the Designated Person when you make your report.

Report

Any disclosure or suspicion of abuse should be reported to your line manager or the Designated Person as soon as possible, who will then take appropriate action.

If you believe that action has not been taken the matter should be referred to the Chair of the Trustees. **You should never take action on your own behalf except to contact Police or Social Services in an emergency.**

Further Action

The Designated Person will review the information and, where appropriate, make a referral to the Cambridgeshire Multi-Agency Safeguarding Hub (MASH) or the Local Authority Designated Officer (LADO). The Designated Person should keep a record of the reasons for referring or not referring the concern.

Contact information

Please refer to the separate contact information document.

Appendix 2

Format for recording concerns or reports of suspected abuse

Date:

Name of child/young person/adult at risk

Age/Date of birth (if known)

Home address (if known)

Parents or guardians (if relevant)

Is the person making the report expressing their own concerns or passing on those of someone else?

What has prompted the concern? If possible record dates and times of specific incidents.

Has anyone else witnessed the abuse, heard the allegation, been consulted?

Has the child / young person / adult at risk been spoken to? By whom? What was said?

Who will this be passed on to? e.g. line manager, Designated Person, Social Services

Appendix 3

Protecting Staff, Volunteers and other Users of the Centre

Incidences of false allegations are rare but do occur. Sometimes actions can be misinterpreted, for example a sufferer may accuse someone less close to them in an attempt to stop the abuse but maintain their own family life. Occasionally an allegation of abuse is made as an angry reaction to perceived unfair treatment.

Any allegation against staff or volunteers should be reported to the General Manager of Love's Farm House and the Designated Person or the Chair of the Trustees who will follow national allegation management procedures. It is not their responsibility to investigate the incident.

Adults using Love's Farm House in any capacity should try to avoid being alone in a private space with any Child, Young Person or Adult at Risk. Physical contact should never be instigated by an adult.

A report should be made to the Designated Person and parents informed if you accidentally hurt a Child or Young Person, or if you believe that any of your actions or comments may have been misinterpreted.

Use of images

Activities at LFH may provide an opportunity for images of Children, Young People and Adults at Risk to be taken. All groups should be vigilant and any concerns should be reported to the Designated Person.

Informed consent should be sought for Children and Young People. Where informed consent has not been obtained, care should be taken to ensure Children and Young People cannot be individually identified. Where informed consent has been given, Children and Young People must not be identified by name.

Recruitment and Training of Staff and Volunteers

The Trustees acknowledge that they bear a responsibility to staff, volunteers and users of LFH to apply appropriate recruitment procedures.

Prior to taking up employment or a volunteer role at Love's Farm House, the employee or volunteer should be sent a copy of the Safeguarding Policy and the Equality Policy. All employees and volunteers should be asked to read these policies and sign to indicate that they understand and agree with the principles and procedures.

All staff and volunteers who work with Children, Young People and Adults at Risk, who will have unsupervised contact with them, will be checked by the Disclosure and Barring Service (DBS).

Appendix 4 - Definitions and Indicators of abuse

Abuse: a form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm or by failing to act to prevent harm. Harm can include ill treatment that is not physical as well as the impact of witnessing ill treatment of others. This can be particularly relevant, for example, in relation to the impact on children of all forms of domestic abuse. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others. Abuse can take place wholly online, or technology may be used to facilitate offline abuse. Children may be abused by an adult or adults, or another child or children.

Physical abuse: a form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

Emotional abuse: the persistent emotional maltreatment such as to cause severe and adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyberbullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment, though it may occur alone.

Sexual abuse: involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse. Sexual abuse can take place online, and technology can be used to facilitate offline abuse. Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

Child sexual exploitation: Child sexual exploitation is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology.

Neglect: the persistent failure to meet a child's basic physical and/or psychological needs,

likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy, as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- a. provide adequate food, clothing and shelter (including exclusion from home or abandonment);
- b. protect a child from physical and emotional harm or danger;
- c. ensure adequate supervision (including the use of inadequate care-givers);
- d. ensure access to appropriate medical care or treatment.

It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

Extremism: Extremism goes beyond terrorism and includes people who target the vulnerable - including the young - by seeking to sow division between communities on the basis of race, faith or denomination; justify discrimination on the basis of race, faith or denomination; justify discrimination towards women and girls; persuade others that minorities are inferior; or argue against the primacy of democracy and the rule of law in our society. Extremism is defined in the Counter Extremism Strategy 2015 as the vocal or active opposition to our fundamental values, including the rule of law, individual liberty and the mutual respect and tolerance of different faiths and beliefs. We also regard calls for the death of our armed forces as extremist.

Child criminal Exploitation: As set out in the Serious Violence Strategy, published by the Home Office, where an individual or group takes advantage of an imbalance of power to coerce, control, manipulate or deceive a child or young person under the age of 18 into any criminal activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial or other advantage of the perpetrator or facilitator and/or (c) through violence or the threat of violence. The victim may have been criminally exploited even if the activity appears consensual. Child criminal exploitation does not always involve physical contact; it can also occur through the use of technology.

Domestic Abuse: Domestic abuse can encompass a wide range of behaviours and may be a single incident or a pattern of incidents. Domestic abuse is not limited to physical acts of violence or threatening behaviour, and can include emotional, psychological, controlling or coercive behaviour, sexual and/or economic abuse. Types of domestic abuse include intimate partner violence, abuse by family members, teenage relationship abuse and adolescent to parent violence. Anyone can be a victim of domestic abuse, regardless of gender, age, ethnicity, socio-economic status, sexuality or background and domestic abuse can take place inside or outside of the home. Domestic abuse continues to be a prevalent risk factor identified through children social care assessments for children in need. Domestic abuse has a significant impact on children and young people. Children may experience domestic abuse directly, as victims in their own right, or indirectly due to the impact the abuse has on others such as the non-abusive parent.

Source - *Working Together to Safeguard Children 2018, Appendix A*

Additional categories of abuse relevant to Adults at Risk (for further information see the Love's Farm House *Safeguarding Adults Policy*)

Self Neglect - common signs include poor personal hygiene.

Financial or Material Abuse - includes identity theft or fraudulent seizure of material

assets.

Discriminatory Abuse - abuse due to someone's race, gender, identity, age, disability, sexual orientation or religion.

Organisational Abuse - abuse of power often associated with care homes and other institutions.

Modern Slavery - includes human trafficking, forced labour and domestic servitude.

Further information

**HM Government - *Working Together to Safeguard Children 2018*
Children Act 1989**