Children's University Trust

Safeguarding and Child Protection Policy

Review Date: June 2022

Approved by Trustees on:

Review Date: June 2023

You are advised that a printed version may not be the latest available version. The latest version, which supersedes all previous versions, is available on Board Effect. Those to whom this policy applies, are responsible for familiarising themselves with the latest version and for complying with the policy requirements at all times.

Children's University Trust Safeguarding and Child Protection Policy

Safeguarding Summary

Children's University Trust exists to encourage, track and celebrate access to positive activities and safe places where we can help children to be healthy, confident, responsible, resilient and successful. We recognise our responsibility to safeguard children's welfare and are committed to effective practice which protects them from harm. We believe that it is always unacceptable for a child to experience abuse of any kind. An essential part of our work therefore is our clear commitment to safeguarding the welfare of children who participate in Children's University.

Leadership for safeguarding at Children's University Trust lies with its Designated Safeguarding Lead (DSL): Helen O'Donnell, CEO and Director of Memberships helen.odonnell@childrensuniversity.co.uk 07562 338348

In the absence of the DSL, the designated safeguarding deputy at Children's University Trust is: Liam Nolan, Head of Communications and Stakeholder Engagement liam.nolan@childrensuniversity.co.uk 07724 020042

The Designated Trustee for Safeguarding (DST) at Children's University Trust is: Kate Redhead kate.redhead@pstt.org.uk 07415 270003

The Chair of Children's University Trustee Board is: Jackie Dunne jackie.dunne@staff.newman.ac.uk 07969 085577

Children's University Trust will work proactively to develop a safeguarding culture and every member of staff and member organisation has a vital role to play within this.

All Children's University Trust staff should:

- adhere to the safeguarding children procedures of the setting they are visiting, as well as adhering to Children's University Trust procedures;

- follow the safeguarding code of conduct at all times;

- be able to recognise any welfare concern they have about children, including suspected abuse;

- report any sign of abuse or disclosure of abuse verbally to the DSL immediately and then send a written record of the report to them by confidential email;

- direct concerns and safeguarding concerns and allegations about the behaviour of staff towards a child to the CEO on the same day that it is noted - staff who have concerns or who have been informed of inappropriate behaviour by other staff must not unilaterally determine its validity, and failure to report it in accordance with procedures is a potential disciplinary matter.

- feel able to challenge decision-making in regard to safeguarding with other agencies and to see this as their right and responsibility in order to promote best practice; and

- use emergency procedures if the child is in immediate danger.

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1.1 Rationale

Children's University Trust exists to encourage, track and celebrate access to positive activities and safe places where we can help children to be healthy, confident, responsible, resilient and successful. We recognise our responsibility to safeguard children's welfare and are committed to effective practice which protects them from harm. We believe that it is always unacceptable for a child to experience abuse of any kind. An essential part of our work therefore is our clear commitment to safeguarding the welfare of children who participate in Children's University.

As a Registered Charity that works with children, Children's University Trust is required to have safeguarding policies in place by the Charity Commission and by statutory safeguarding guidance. We fully recognise the vulnerability of children and we will work to ensure that we will take all reasonable steps to prevent harm to them. Having safeguards in place within our organisation not only protects and promotes the welfare of the children that participate and benefit from Children's University, but also enhances the confidence of parents, staff, volunteers, Trustees, members and the general public with regard to our organisation.

This policy has been produced in order to inform everyone associated with Children's University Trust of their obligations regarding the safeguarding of children, to assist them in meeting their responsibilities, and to inform them about where they can go for advice and support.

The term 'staff' in this policy will be used to refer to: paid staff of Children's University Trust, volunteers, anyone undertaking work experience or a work placement with Children's University Trust and our Trustees; 'parents' will include 'carers', and 'children' will include children and young people up to the age of 18.

1.2 Aims

Children's University Trust aims to:

- Regard the welfare of the child as paramount within our work;
- Ensure that children are protected from abuse regardless of their age, gender, disability, culture, language, racial origin, religious beliefs or sexual orientation;
- Ensure that safeguarding is a key responsibility of every adult involved in our organisation and that everyone who comes into contact with children via our programme is supporting and confident to promote safer practice and to take prompt action if they have concerns;
- maintain best practice in regard to safeguarding and comply with our legal responsibilities;
- ensure safe and enjoyable environments for all the children participating in Children's University;
- continually develop a 'child focused approach' to all safeguarding and to listen to the voice of the child ensuring they are valued and respected;
- identify and respond to all children in need of support and/or protection, whilst recognising the exceptional vulnerability of some of those participating in Children's University;
- ensure children receive the right help at the right time to address risks and prevent issues escalating, aiming to intervene at the earliest possible stage;
- take any disclosure of abuse extremely seriously as children rarely lie about abuse;
- prevent people with a history of relevant and significant offending from having contact with children through Children's University Trust and continually develop an ongoing culture of vigilance within the Children's University network that recognises 'it could happen here';
- ensure all suspicions and safeguarding concerns and allegations of abuse by staff and volunteers will be taken seriously and responded to swiftly and appropriately;

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- proactively ensure that our processes work holistically to expose the full extent of any abuse, keeping in mind that it's possible that staff who are safeguarding children participating in Children's University may only have one small piece of the jigsaw; and
- work collaboratively and cooperatively in collaboration with other organisations, children and their parents or carers, sharing information appropriately and, where necessary, professionally challenge to ensure best practice.

1.3 Definitions
Safeguarding children is a relatively new term which is broader than 'Child Protection'. It has been defined as:

'The action we take to promote the welfare of children and protect them from harm… everyone's responsibility…defined as 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; and taking action to enable all children to have the best outcomes.' Working Together to Safeguard Children (2018).

Effective safeguarding of children therefore includes prevention, early intervention and Child Protection.

Child Protection is a vital part of everyone's safeguarding responsibilities. This is defined as:

'Part of safeguarding and promoting welfare. This refers to the activity that is undertaken to protect specific children who are suffering, or are likely to suffer, significant harm.' Working Together to Safeguard Children (2018).

This document recognises all welfare concerns, including preventative safeguarding, Early Help and abuse.

Within legislation the term 'child' refers to anyone up to the age of 18 years.

1.4 Safeguarding Leadership
Leadership for safeguarding at Children's University Trust lies with its Designated Safeguarding Lead (DSL): Helen O'Donnell, CEO and Director of Partnerships helen.odonnell@childrensuniversity.co.uk 07562 338348

The DSL is the first formal point of contact for all staff, children and other professionals regarding concerns for the welfare of any child, and they should ensure a cohesive, transparent and corporate approach to this critical area. The CEO will also manage all safeguarding concerns and allegations made against Children's University Trust staff.

In the absence of the DSL, the designated safeguarding deputy at Children's University Trust is: Liam Nolan, Head of Communications and Stakeholder Engagement liam.nolan@childrensuniversity.co.uk 07724 020042

In the absence of the DSL and deputies, decisions will be made by the most senior member of staff on duty.

The Designated Trustee for Safeguarding (DST) at Children's University Trust is: Kate Redhead kate.redhead@pstt.org.uk 07415 270003

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The Chair of Children's University Trustee Board is: Jackie Dunne jackie.dunne@staff.newman.ac.uk 07969 085577

1.5 Scope and implementation
This policy is the responsibility of everyone who works at, manages, volunteers for or visits Children's University Trust. The DSL will ensure that this policy is brought to the notice of everyone throughout their time at our charity, so that they fulfil their duties to co-operate with this policy. We will ensure that the member organisations we work with will have safeguarding procedures in place and share this safeguarding policy with them. We will ensure everyone is informed of this policy by ensuring the policy appears on our website. All Children's University Trust staff will receive this policy, a briefing in safeguarding and all the other Children's University Trust policies related to safeguarding during their Induction within the first three months of their employment. All staff that come into contact with children as part of their job shall be provided with up-to-date safeguarding training as well as updates as necessary (for example, via email, e-bulletins and staff meetings) to provide them with relevant skills and knowledge to safeguard children and children at risk effectively. Trustees should also be invited to undertake safeguarding training and offered updates. Some members of Children's University Trust staff and Trustees involved in recruitment should have received Safer Recruitment Training from an accredited trainer. The DSL and the Deputy DSL will undertake advanced safeguarding training for DSLs at least every 2 years.

All Children's University Trust staff will receive regular supervision sessions and annual appraisals to ensure they understand and are supported individually with their safeguarding responsibilities. A record of staff training is kept on each member of staff's individual continuing professional development record and on our Single Central Record. Any breach of policy or procedures is treated seriously and could result in disciplinary action; this includes failure to report and maintain safeguarding records as well as inappropriate conduct.

1.6 Other Children's University Trust policies related to safeguarding:
This policy works with the following related policies:
- Antibullying;
- Complaints;
- Equalities;
- Online Safety;
- Privacy;
- Recruitment and Selection; and
- Whistleblowing.

1.7 Monitoring
Children's University Trust recognises the Trust's responsibility for monitoring safeguarding and requires the DST, informed by the DSL, to present an annual report on safeguarding to be submitted to Trustees. We will carry out safeguarding audits as deemed necessary. Safeguarding will also be a standing agenda item for the Trustees.

1.8 Review
Children's University Trust regularly reviews our procedures in light of experience and changes to legislation and regulations. This policy should be formally reviewed at least every year.

1.9 Law and Guidance
This policy works within the legal framework created by the following legislation and conventions:

Children Act 1989

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United Convention of the Rights of the Child 1991
Human Rights Act 1998
Sexual Offences Act 2003
Children Act 2004
Safeguarding Vulnerable Groups Act 2006
The Equality Act 2010
Protection of Freedoms Act 2012
Children and Families Act 2014

The key statutory guidance we adhere to includes Working Together to Safeguard Children (2018), which highlights two main principles that all settings must adhere to when working with children:

- those working with children should always adopt a child-centred approach to safeguarding; and
- it is everybody's responsibility to keep children safe.

Keeping Children Safe in Education (DfE, 2022)
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1101454/Keeping_children_safe_in_education_2022.pdf

NSPCC Whistleblowing Helpline: https://www.nspcc.org.uk/what-you-can-do/report-abuse/dedicated-helplines/whistleblowing-advice-line/

What to do if you're worried a child is being abused (2015) Easy to read summary of key safeguarding procedures:
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419604/What_to_do_if_you_re_worried_a_child_is_being_abused.pdf

Working Together to Safeguard Children (2018), Department of Education:
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/729914/Working_Together_to_Safeguard_Children_-2018.pdf

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8. Appendices

Children's University Trust
Member Organisation Minimum Safeguarding Standards

Safeguarding	Disseminate clear safeguarding policy and procedure standards.
	Ensure up to date and appropriate child protection/safeguarding training for all staff and volunteers and that they are confident to recognise abuse and other welfare concerns, record, report and, if necessary, refer to safeguarding agencies.
	Ensure a clear Code of Conduct for all staff and volunteers is in place, together with clear procedures to manage any safeguarding concerns and allegations.
	Provide a Designated Safeguarding Lead and Deputy to lead on safeguarding.
	Ensure that through positive interactions, all children can learn respect for themselves and for each other in a creative, safe and tolerant environment.
	Ensure that staff are aware of their statutory Prevent duties, including their duty to promote fundamental British values, challenge extremism and and identify children and families who may be vulnerable to radicalisation.
	Ensure that Safer Recruitment policies, checks and systems are in place, including maintenance of a Single Central Record for all staff and regulated volunteers.
	Ensure that there is a clear and agreed behaviour management policy in place, all staff and volunteers use appropriate behaviour management strategies, and that bullying and disrespectful behaviour between children and children are always appropriately challenged.
	Ensure that all premises used are safe and secure, with clear evacuation and lockdown procedures in place which are communicated to all.
	Ensure that the organisation works in partnership with relevant safeguarding organisations and fully understands its duty to cooperate to safeguard children.
	Ensure that there are robust internal recording and reporting arrangements in place in response to any welfare concerns.
	Ensure that the organisation has robust online safety systems in place to address online risks.