

# Safeguarding Children Policy

## General Allegations of abuse:

All members of staff of Jimmy Grimboll's are aware and recognise the existence and possibility of child abuse. Every member of staff has either undertaken Safeguarding For Children - Level 1 or are booked onto a course to undertake it. Within Jimmy Grimboll's there are two Nominated Officers for Safeguarding Children. These two officers are the manager and the deputy, each of these members of staff have completed their Safeguarding For Children - Level 2. Clear procedures for dealing with child abuse will be followed and reviewed regularly.

- All members of staff have a duty of care with regard to the children attending the Club, at all times the welfare of the children is paramount. All staff are aware of the sensitivity of child abuse / protection issues and the confidentiality involved.
- The Club aims to create an environment in which the children are safe from abuse. Staff have a responsibility to take appropriate and immediate action from any allegations / reports or suspicions of child abuse. These cases will be treated sensitively and seriously.
- If a member of staff suspects a child may be suffering from abuse, they will follow the Local Safeguarding Children Board Procedures.

## Recognising Child Abuse:

Child abuse manifests itself in a variety of different ways, some overt and others much less so. All staff have regular child protection training and will be vigilant to signs and evidence of physical, sexual and emotional abuse or

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neglect. If a member of staff has concerns about a child they should be able to respond appropriately to any of the following:

- Significant changes in behaviour
- Deterioration in their general well-being
- Signs of neglect
- Unexplained bruising, marks or signs of possible abuse
- Comments children make which give cause for concern

### Safeguards In Place at Jimmy Grimboll's

To safeguard the children who attend the club, we will:

- Recruit and select staff in accordance with OFSTED's recommendations with regard to references, police/health checks and suitable person interviews. NCSL 'Safer Recruitment' guidelines will be used throughout the recruitment process
- Ensure all appointments will be made subject to a clear probationary period
- Ensure all staff receive regular updates on Safeguarding procedures and training
- Ensure only persons who have enhanced CRB disclosure certificates will be appointed
- Respect children's rights and encourage them, through adult support to express their feelings
- Keep all information confidential, shared only those agencies/persons who need to know

- Ensure that all visitors are recorded in the Club Visitors Book

### Disclosures

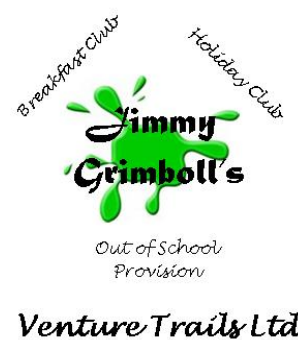
If a child discloses information to a member of staff, s/he will:

- Listen seriously to what the child has to say without making comment or asking further questions
- Avoid making suggestions regarding how the incident(s) happened and avoid asking leading questions and making judgements
- Avoid making assumptions about whom the allegations might concern
- Make it clear to the child that the Nominated Safeguarding Officer of the Club will have to be informed
- Inform the Nominated Safeguarding Officer as soon as possible
- Record notes from the disclosure and pass these notes to the Nominated Safeguarding Officer without any prejudice or supposition being made

The role of the Nominated Safeguarding Officer is to:

- Decide whether or not the child needs immediate medical attention and take appropriate action
- The Supervisor will remove the member of staff against whom the allegations have been made.
- If there is any suspicion of abuse, Children's Integrated Services (CIS) will be contacted, as well as Ofsted being contacted, as soon as is reasonably practicable but at the latest within 14 days.

## Jimmy Grimboll's Venture Trails Ltd - Policies and Procedures



- The member of staff will not have access to the children during the investigation.
- All allegations will be taken seriously and documented in a confidential file, including conversations with all parties involved.

The Local Safeguarding Children's Board procedures are available online and are outlined below.

- If any allegations of abuse are made whilst the child is in Jimmy Grimboll's care, the management team have a mandatory duty to report the matter without delay to Children's Integrated Services (CIS) as well as Ofsted being contacted.
- All staff will not make any promises to a child that they are unable to fulfill i.e. that they will keep a disclosure a secret.
- The supervisor will make contact with the Children's Integrated Services (CIS) and share the concern as well as Ofsted being informed.

(CIS, LCC Call Centre (Red Rose Hub) - Tel - 0800 195 0137)

(Emergency Duty Team (Out of Hours) - Tel - 0845 602 1043)

(Ofsted - Tel - 0845 601 4772)

- All of these steps will be documented in a confidential file, including the original conversation with the child. All confidential files are stored in a locked cupboard.
- All staff will co-operate where necessary with the members of the Safeguarding Team and will maintain confidentiality.

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