**Safeguarding Children and Young People Policy**

AIMS OF THE POLICY:

***Legal framework- This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children and young people, guidance is available from:*** [Hertfordshire Safeguarding Children Partnership | Hertfordshire County Council](https://www.hertfordshire.gov.uk/services/childrens-social-care/child-protection/hertfordshire-safeguarding-children-partnership/hscp.aspx)

***This policy works in conjunction of SEN Venture’s Safer Recruitment Policy and Procedures and Whistle-Blowing Policy.***

SEN Venture Saturday Club and Play-Scheme is committed to protecting children and young people, this includes children and young people who attend our services. This policy is to provide parents, staff and volunteers with the overarching principles that guide our approach to child protection. This policy statement applies to anyone working on behalf of SEN Venture Saturday Club and Play-Scheme, including senior managers, paid staff, volunteers, seasonal workers, agency staff and students.

**SEN Venture Saturday Club and Play-Scheme believe that**- Children and young people should never experience abuse of any kind and we have a responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them.

**SEN Venture Saturday Club and Play-Scheme recognise that-**

The welfare of the child/young person is paramount, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation; have a right to equal protection from all types of harm or abuse. SEN Venture Saturday Club and Play-Scheme recognise all types of abuse, to mention some:

* Emotional,
* Physical
* Sexual
* Neglect
* Radicalisation
* Honour Based Violence
* Domestic violence
* FGM

SEN Venture Saturday Club and Play-Scheme recognise some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues. SEN Venture Saturday Club and Play-Scheme work in partnership with children, young people, their parents, carers and other agencies, to ensure the health, well-being and welfare of children young people.

Safeguarding and promoting the welfare of children is 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;
* Taking action to enable all children to have the best outcomes.

PROCEDURES

**1** ***SEN Venture Saturday Club and Play-Scheme will seek to keep children and young people safe by:***

* Valuing, listening to and respecting them;
* Appointing a Designated Safeguarding Person and a Deputy Designated Safeguarding Person;
* Developing child protection and safeguarding policies and procedures which reflect best practice;
* Using our safeguarding procedures to share concerns and relevant information with agencies, who need to know, and involving children, young people, parents, families and carers appropriately;
* Developing and implementing an effective online safety policy and related procedures;
* Sharing information about child protection and safeguarding best practice with children, their families, staff and volunteers via training, and one-to-one discussions;
* Recruiting staff and volunteers safely, ensuring all necessary checks are made;
* Providing effective management for staff and volunteers through supervision;
* Support, training and quality assurance measures;
* Implementing a code of conduct for staff and volunteers;
* using our procedures to manage any allegations against staff and volunteers appropriately;
* Ensuring that we have effective complaints and whistle-blowing measures in place;
* Ensuring that we provide a safe physical environment for our children, young people.

**2 *Reporting a Cause for Concern***

2.1 In the event of an allegation being made to any SEN Venture staff, against any member of staff or in any case of alleged abuse; the concern must be reported to Dee Johnson (CEO and Lead DSP).

2.2 In order to keep children safe, we will not hand over a child to any parent or carer that arrives at playgroup and appears to be drunk or under the influence of drugs.

2.3 If a child’s behaviour or appearance causes any member of staff to suspect abuse they should:

* If a child discloses abuse to any member of staff it is vital that the child is assured that they are believed, and make sure that the child understands that the adult they disclosed to cannot keep this information confidential or “secret” but they must report such information to the relevant authorities;

* Record details on the “Safeguarding - Record of Concern” form and inform the DSP;

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* 1. Any concerns for a child’s welfare will be discussed as far as possible with the parents, these discussions will be recorded and the parents will have access to these records. Sometimes to safeguard a child we will contact Hertfordshire Safeguarding Children Partnership (HSCP) without discussion with a parent, if we feel it is in the child’s best interest to do so. However, we will record the reason for not asking parental permission at the time and any actions that we are required to take.

***Confidentiality will be maintained at all times***

1. ***The Designated Safeguarding Person should*:**
   1. Keep written records of concerns about children; even where there is no need to refer the matter immediately and ensure all records are kept securely in a locked location (see Safeguarding Children - Record of Concern).
   2. Have a confidential discussion with other relevant staff (e.g. SEN Venture staff and possibly the Local Authority) and observations should be shared. If after this discussion it is felt that there is cause for concern, those concerns should be reported to Hertfordshire Safeguarding Children Partnership (HSCP)

***Providers must have regard to the Government's statutory guidance ‘Working Together to Safeguard Children’. If providers have concerns about children's safety or welfare, they must notify agencies with statutory responsibilities without delay. This means the local children's social care services and, in emergencies, the police.***

***Senior lead for safeguarding and child protection contact details:***

Nominated Designated Safeguarding Lead

Name: Dee Johnson

Phone: 07947627599

Hertfordshire Safeguarding Children Partnership (HSCP) **0300 123 4043** - call anytime if you're a child or young person being abused or mistreated. Or if you're an adult worried about a young person.

Call **999** if there is an immediate danger or a crime is being committed.