

Policy for Safeguarding Children and Young People (aged under 18)

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1. Policy statement

The purpose of this policy statement is:

- to protect children and young people who receive CHS's services from harm. This includes the children of adults who use our services
- to provide staff and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to child protection.

2. Legal framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. A summary of the key legislation and guidance is available from <https://learning.nspcc.org.uk/child-protection-system>.

We take guidance from Cambridgeshire and Peterborough Executive Safeguarding Partnership Board: <https://www.safeguardingcambspeterborough.org.uk/>

3. Supporting documents

This policy statement should be read alongside our organisational policies, procedures, guidance and other related documents:

- **Missing Persons**
- **Recruitment and Selection Policy**
- **Grievance Procedure**
- **Disciplinary Procedure**
- **Complaints Procedure**
- **Recruitment of Ex-Offenders Policy**
- **Confidential Reporting (Whistle blowing) Policy**
- **Lone Working Policy**
- **Confidentiality Policy**
- **Schedule 1 Policy**
- **Use of Disclosure and Barring Service checks**
- **Dignity at work policy**
- **Domestic Violence policy**
- **ASB and Harassment policy**
- **Handling cash and valuables**
- **Professional Boundaries**
- **Use of mobile phones and cameras (Mobile Technology)**
- **Adverse Incident Reporting**
- **CCTV Policy**
- **House rules at Looked After Children Services**

4. Who does this policy apply to

This policy and its associated procedures are for:

- All CHS's employees
- All CHS's contractors

- Apprentices, volunteers and students working within any department within CHS.

5. Policy statement

We believe that:

- children and young people should never experience abuse of any kind
- 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.

We recognise that:

- the welfare of children is paramount in all the work we do and in all the decisions we take
- working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare
- all children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse
- some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- extra safeguards may be needed to keep children who are additionally vulnerable safe from abuse.

We will seek to keep children and young people safe by:

- valuing, listening to and respecting them
- appointing a Strategic Lead for Child protection and Young People – our Operations Director – and a lead Board member for safeguarding
- adopting child protection and safeguarding best practice through our policies, procedures and behaviours framework for staff and volunteers
- developing and implementing an effective online safety policy and related procedures
- providing effective management for staff and volunteers through supervision, support, training and quality assurance measures so that all staff and volunteers know about and follow our policies, procedures and behaviour codes confidently and competently
- recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made
- recording and storing and using information professionally and securely, in line with data protection legislation and guidance
- sharing information about safeguarding and good practice with children and their families via our newsletter, posters, and one-to-one discussions in our supported housing services
- making sure that children, young people and their families know where to go for help if they have a concern
- using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
- using our procedures to manage any allegations against staff and volunteers appropriately
- ensuring that we have effective complaints and whistleblowing measures in place

- ensuring that we provide a safe physical environment for our children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- building a safeguarding culture where staff and volunteers, children, young people and their families, treat each other with respect and are comfortable about sharing concerns.
- Keeping abreast of best practice

6. Reporting and monitoring

We will review this policy annually as follows:

- a) An annual assessment of effectiveness of the policy and procedures in resolving each case of abuse that has arisen during the year is conducted. This includes seeking feedback from staff, service users and other agencies as appropriate. The number and type of safeguarding concerns and actual cases, and seriousness rating is summarised.
- b) An annual written report to the Operations Committee on the effectiveness of the Policy and Procedures including any proposals for revision, and an action plan; including assessment against NSPCC guidelines.

7. Equality and diversity implications

This policy, by its nature and focus, supports the needs and promotes the safety and wellbeing of people as defined by the nine protected characteristics (Equality Act 2010).