

Safeguarding Children and Young People Policy

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
(Working together to safeguard children March 2015)

1.0 SCOPE

This policy and accompanying procedure outline CLAPA's commitment to safeguarding and promoting the welfare of children and young people. It applies to all trustees, staff and volunteers and anyone working on behalf of CLAPA.

1.2 This Policy will be read in conjunction with:

- CLAPA Code of Conduct
- CLAPA Safeguarding Children and Young People Procedure
- CLAPA Safeguarding Appendices
- CLAPA Safer Recruitment Policy (to be produced as part of the HR Review)

1.3 This policy applies to all paid workers, volunteers (including trustees) and anyone working for CLAPA in any capacity. Collectively, these people are referred to throughout the policy as 'workers'. All workers will be made aware of their responsibilities under the policy appropriate to their role.

2.0 POLICY STATEMENT

CLAPA has a duty of care to 'act prudently' and take all reasonable steps to ensure that all children and young people with whom the charity comes into contact through its activities, are safeguarded from harm.

2.1 CLAPA recognises that;

- the welfare of the child/young person is paramount
- all children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have the right to equal 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
- working in partnership with children, young people, their parents, carers and their agencies is essential in promoting young people's welfare.

2.2 Therefore CLAPA will seek to keep children and young people safe by;

- provide protection for the children and young people who receive CLAPA's services, including the children of adult members or users

- provide staff and volunteers with guidance and training on procedures they should adopt in the event that they suspect a child or young person may be experiencing, or be at risk of, harm.
- value children and young people by listening to and respecting them
- adhere to child protection legislation through procedures and a code of conduct for staff and volunteers
- recruit staff and volunteers safely, ensuring all necessary checks are made
- record and store information professionally and securely
- share information about child protection and good practice with children, parents, staff and volunteers
- share information about concerns with agencies who need to know, and involving parents and children appropriately
- provide effective management for staff and volunteers through supervision, support and training.

Sharing information about safeguarding and good practice with children and young people, parents, staff and volunteers

CLAPA will endeavour to ensure that, should individuals have concerns, they will be listened to and taken seriously.

It is the responsibility of the Deputy Chief Executive / Designated Safeguarding Officer (DSO) and Chief Executive to ensure that information is available to, and exchanged between, all those involved in this organisation and its activities. Some information is confidential and should only be shared on a strictly need-to-know basis.

Children and Young People

Children and young people have a right to information, especially any information that could make life better and safer for them. CLAPA will act to ensure they have information about how, and with whom, they can share their concerns, complaints and anxieties.

When sharing information, CLAPA staff and volunteers will be sensitive to the level of understanding and maturity, as well as to the level of responsibility, of the people with whom they are sharing.

Parents

Parents / guardians are ultimately responsible for their children's welfare at all times and they should be assured that their children are involved with a credible organisation.

CLAPA will ensure that full information about its activities for children and young people is publicly available.

CLAPA's Safeguarding Policy will be made freely available to all who request to see it.

Staff and volunteers

As an organisation which provides activities for children and young people, it is imperative that, where relevant, CLAPA staff and volunteers are aware of their responsibilities under Child Protection and Safeguarding legislation and have a working knowledge of the relevant CLAPA policies and procedures. All staff, Residential Weekend volunteers, Parent Supporters and Peer Supporters will receive training in Child Protection and Safeguarding.

3.0 CONTACT DETAILS

Lead Designated Safeguarding Officer

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NSPCC Helpline

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CLAPA are committed to reviewing our policy and good practice **annually**.