

# Safeguarding Children and Young People

## Child protection policy, procedure and guidance

The James Fridman Foundation acknowledges the duty of care to safeguard and promote the welfare of children and young people and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and The Charity Commission requirements.

We commit to informing all beneficiaries and parents/carers of the policy and procedures as appropriate. To facilitate this a copy is posted on our public website.

### 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 [nspcc.org.uk/](http://nspcc.org.uk/)

### Related policies and procedures

This policy statement should be read alongside our organisational policies and procedures, including our anti-bullying, online safety, photography and filming policy.

### This policy:

- a) applies to all adults including the Board of Trustees, volunteers, paid staff, agency staff and anyone working on behalf of The James Fridman Foundation;
- b) recognises that:

- the welfare and interests of children and young people are paramount in all circumstances;
- no child or group of children must be treated any less favourably than others in being able to access services which meet their particular needs;
- all children without exception have the right to protection from abuse regardless of gender, ethnicity, disability, sexuality or beliefs.

c) aims to ensure that all children and young people have a positive and enjoyable experience in a safe and child centred environment and are protected from abuse whilst participating in Programs and Clubs organised by the James Fridman Foundation.

The James Fridman Foundation acknowledges that some children and young people, including those disabled and those from ethnic minority communities, can be particularly vulnerable to abuse and accepts the responsibility to take reasonable and appropriate steps to ensure their welfare.

### The James Fridman Foundation will:

- (a) promote and prioritise the safety and wellbeing of children and young people;
- (b) ensure that everyone is clear about their roles and responsibilities in respect of safeguarding and is provided with appropriate mandatory learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people;
- (c) ensure that trustees, staff and volunteers take seriously all concerns and allegations of abuse and respond appropriately;
- (d) securely maintain and store confidential, detailed and accurate records of all safeguarding concerns;
- (e) prevent the use of unsuitable individuals through the application of best practice in the safe recruitment of staff and volunteers working with children and young people;
- (f) have a clear system of referring or reporting to relevant organisations as soon as you suspect or identify concerns;
- (g) be quick to respond to concerns and carry out appropriate investigations;
- (h) not let one trustee dominate our work - trustees should work together;
- (i) ensure that robust safeguarding arrangements and procedures are in operation; and
- (j) address without delay any failure to comply with this policy.

### Staff awareness

All staff will be made aware of this policy as part of their initial induction process and there will be regular briefings and updates for all staff.

### Responding to Whistle-blowing and Allegations of Abuse

#### By an individual

Any allegation of abuse made by an individual regarding a volunteer or anyone working on behalf of The James Fridman Foundation will be investigated and reported in line with the Trust's policy and procedures.

Senior Lead for Safeguarding and Child Protection

Name: Ollie O'Connor

Email: [occonnor@jamesfridmanfoundation.org](mailto:occonnor@jamesfridmanfoundation.org)

Deputy Safeguarding and Child Protection Officer

Name: Abby Liebermann

Email: [abby@jamesfridmanfoundation.org](mailto:abby@jamesfridmanfoundation.org)

NSPCC Helpline 0808 800 5000

Email: [help@nspcc.org.uk](mailto:help@nspcc.org.uk)

## Confidentiality

All suspicions and investigations are kept confidential and shared only with those who need to know.

## Monitoring

This policy will be reviewed annually and revisions recommended to the Board of Trustees. This policy may also be reviewed in the following circumstances:

- changes in legislation or government guidance (including Working Together as revised within each nation, relevant legislative changes and nation specific child protection and safeguarding policies and procedures);
- as required by the Charity Commission; and
- as a result of any other significant change or event.

## Definitions of abuse and neglect

Abuse and neglect are forms of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting; by those known to them or, more rarely, by a stranger. They may be abused by an adult or adults or another child or children.

### Physical abuse

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces illness in a child.

### Emotional Abuse

Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

### Sexual Abuse

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, including prostitution, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative (eg: rape, buggery or oral sex) or non-penetrative acts. They may include non-contact activities, such as involving children in looking at, or in the production of, pornographic material or watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

### Neglect

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to provide adequate food and clothing, shelter including exclusion from home or abandonment, failing to protect a child from physical and emotional harm or danger, failure to ensure adequate supervision including the use of inadequate care-takers, or the failure to ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

## Procedures

## Responding to concerns, allegations or suspicions of abuse

If any person working on behalf of the James Fridman Foundation becomes aware of the signs and indicators of abuse, suspects, or is told that a child or young person is being, has been, or is likely to be abused or neglected, they must take action as set out in this procedure.

## Responding to the child or young person when abuse is alleged, or signs and indicators are seen or heard

When responding to a disclosure of abuse from a child or young person, employees and volunteers should:

- (a) Listen carefully to what is said and allow the child or young person to talk at their own pace.
- (b) Be careful not to compromise potential evidence.
- (c) Stay calm and find an appropriate opportunity in the discussion to explain the likelihood that information will need to be shared with other responsible people. Do not promise to keep secrets.
- (d) Call the police if you believe the child or young person is at risk of immediate significant harm.
- (e) Only ask questions for clarification and do not ask leading questions.
- (f) Reassure the child or young person that they have done the right thing in telling you. Tell them what you will do next and who you will inform.
- (g) As soon as possible after the discussions, make notes as a written record of what you have heard or seen.

Whatever the nature of your concerns, discuss them with your manager or designated member of staff.

## Making a referral

A referral must be made to the local authority children's services following the Local Safeguarding Children Board's (LSCB) procedures. This must always be confirmed in writing. The timing of such referrals must reflect the level of perceived risk of harm, but must not be longer than within one working day of identification or disclosure of harm or risk of harm.

## Information you will need when making a referral

You will be asked to provide as much information as possible. Such as the child's full name, date of birth, address, school, GP, languages spoken, any disabilities the child may have, details of the parents. Do not be concerned if you do not have all these details. You should follow up the verbal referral in writing, within 48 hrs.

## Complaints procedure

We will make sure that your complaint is treated seriously, handled fairly without bias or discrimination, and treated confidentially.

You should complain within 3 weeks of the event or outcome that you are complaining about. If you are unable to resolve the issue informally, you need to tell us what you think went wrong, what you think we should do to put it right.

If someone else complains on your behalf, we need written confirmation from you saying that you agree for them act for you.

[Contact the James Fridman Foundation](#) to complain.