



New Heights Warren Farm Community Project will be referred to as New Heights or NHWFCP throughout this policy

SAFEGUARDING AND CHILD PROTECTION POLICY AND PROCEDURE

1. INTRODUCTION

- 1.1 Safeguarding is about how we as professionals set about working with each other to make the world we live in safer for us all, not least vulnerable children and adults. In relation to children, we do this by ensuring that we are committed to providing services so that all children receiving such services are able to fulfil their full potential within a safe and nurturing environment ensuring that children's wellbeing and safety are paramount.
- 1.2 The scope of this policy refers to the safeguarding and protection of children. However the policy does refer to the New Heights Adult's safeguarding and protection for person aged 18 years and over to assist in identifying the designated leads in the respective areas easily. There is a separate policy for Adult's safeguarding.
- 1.3 Child Protection refers to when somebody may abuse or neglect a child by inflicting harm or by failing to act to prevent harm. Effective child protection is essential as part of the wider work to safeguard and promote the welfare of children. Safeguarding and promoting welfare therefore includes:
- Protecting children from abuse and neglect.
 - Preventing impairment of children's health or development.
 - Ensuring children are growing up in circumstances consistent with the provision of safe and effective care.
 - Take action to enable all children to have the best life chances.
- 1.4 **This document addresses two specific aspects of safeguarding:**
- To provide a clear and specific guidelines enabling staff to deal appropriately and effectively with child safeguarding issues including child protection concerns.
 - To ensure, as far as possible, that all staff representing New Heights are fit to work with children.
- 1.5 The term 'staff' in this policy and procedure refers to *all* employees, volunteers and anyone involved in paid or unpaid work on behalf of New Heights Warren Farm Community Project (NHWFCP).

2. OVERALL AIMS AND PURPOSES

- 2.1 New Heights is committed to providing services to children and families based on the overriding principles that the safety and well-being of children and young people are paramount; and that all staff and volunteers have a duty to protect, safeguard and promote the welfare of children and young people.
- 2.2 New Heights is committed to working within the guidelines issued by Local Safeguarding Children's Boards (LSCB) and therefore this policy must be read in conjunction with the relevant geographical Local Safeguarding Children's Board policy and procedure. Please note LSCB's



- Personality changes
- Being isolated or withdrawn
- Lack of trust or fear of someone they know well
- Suddenly drawing sexually explicit pictures

EMOTIONAL ABUSE is the persistent emotional ill-treatment 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, unloved or inadequate.

It may involve seeing or hearing the ill-treatment of another, including bullying / cyber bullying.

SIGNS AND INDICATORS;

- Delayed physical, mental and / or emotional developmental
- Over reaction to mistakes
- Extreme fear of any new situation
- Inappropriate response to pain
- Extremes of passivity or aggression

NEGLECT is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in a serious impairment of the child's health or development.

SIGNS AND INDICATORS;

- Constant hunger
- Poor personal hygiene
- Poor state of clothing
- Emaciation/obesity
- Untreated medical problems
- Developmental problems

CHILD SEXUAL EXPLOITATION is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology.

SIGNS AND INDICATORS;

- Going missing frequently / truancy from education
- Drug and alcohol use
- Emotional symptoms, including eating disorders, mood swings and self-harm
- Frequenting places of concerns
- Returning after having been missing looking well cared for
- Possession of money and goods not accounted for
- Secrecy

DOMESTIC ABUSE is any type of controlling, bullying, threatening or violent behaviour between people in a relationship. But it isn't just physical violence - domestic abuse includes any emotional, physical, sexual, financial or psychological abuse. It can happen in any relationship and even after the relationship has ended.

SIGNS AND INDICATORS;



- Aggression
- Display anti-social behaviour
- Suffer from depression or anxiety
- Not perform to their capacity at school/classes- due to difficulties at home or disruption of moving to and from refuge accommodation

RADICALISATION AND EXTREMISM - Radicalisation refers to the process by which a person comes to support terrorism and forms of extremism leading to terrorism. Extremism is vocal or active opposition to fundamental British Values (such as individual liberty, mutual respect and tolerance of different faiths).

SIGNS AND INDICATORS;

- Identity / personal Crisis
- Personal Circumstances such as personal experience of racism or discrimination
- Perceptions of injustice
- Experiences of Criminality

BULLYING AND CYBER-BULLYING is a behaviour that hurts someone else, for example name calling, hitting, pushing, spreading rumours, threatening or undermining someone. It can happen anywhere at school, at home or on-line.

SIGNS AND INDICATORS;

- Unexplained injuries;
- Lost or broken possessions;
- Low self-esteem
- Withdrawing from social situations;
- Change in attitude or behaviour;
- Truancy or feigning sickness;
- Declining grades and a lack of interest in school;
- Self-destructive behaviour;

APPENDIX B- LCSB- Child Protection Procedures

Birmingham Safeguarding Children's board website: Birmingham Children's Trust Policies and Practice Guidance Manual

Working Together to Safeguard Children- A guide to interagency working to safeguard and promote the welfare of children: <https://www.gov.uk/government/publications/working-together-to-safeguard-children--2>



- Warren Farm Community Project
Registered Charity Number: 1196648

APPENDIX C – Incident Report Form

Name and Role of Person Completing this form:	
Signature of person completing this form:	
Name and Signature of DSL:	
Date:	Time:

Location:
Date & Time of Incident:
Name/s of person's involved in the incident:
Description of the incident:

Witnesses (include contact details):

Incident Reported to:	Date:
How was the incident reported (email, phone, face-to-face):	
Project Manager informed:	

Description of any follow up action to be taken:
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Appendix D

SUMMARY OF SAFEGUARDING INFORMATION FOR VISITORS AND FACILITATORS OF SERVICES TO NEW HEIGHTS

New Heights is committed to safeguarding children which means keeping children safe in a nurturing environment. We are committed to the highest standards in protecting the safety and well-being of children using our services.

We follow the principle of Birmingham Safeguarding Children's Board in taking a child-centred approach to safeguarding, this means

- Creating an atmosphere where all children can feel secure, valued and listened to.
- Recognising that one of the best ways to support a child is to provide support for the parents. **(see our 'advice to parents on keeping children and young people safe')**
- Actively working with parents and other children in promoting a violence free environment within our premises.
- Offering non abusive and effective means of teaching a child acceptable behavior.
- Recognising that some children may be suffering abuse and by being alert to the indicators of abuse, ensure any issues are reported to the Designated Safeguarding Lead.
- Recognising that abuse occurs across all socio-economic class structures, race, cultures, ethnicities, religions and professions.
- Working in partnership with other agencies and parents to access early help for children and protect children from harm through lawful sharing of information.
- Ensure that all staff having access to children have been checked as to their suitability through robust safer recruitment and selection processes.

If you have a concern that a child is being harmed, or is at risk of harm you should contact the Designated Safeguarding Lead for New Heights.

Project Manager on 07864589710

If the Project Manager is not available, please call Christine Walker (Trustee) : 07952407427

STILL WORRIED ABOUT A CHILD?

If you still have any concerns you can also contact:

Birmingham Children's Trust -

Children's Advice & Support Services (CASS) on **0121 303 1888**

Outside of Office hours please call **0121 675 4806** for the Emergency Duty Team

NSPCC: 0808 800 5000

Children can call Child line: [0800 1111](tel:08001111)

Appendix E

Clubs & Activities for Children & Young People

There are many clubs and organised activities for children running out of New Heights, but as a parent you will want to know that any activity your child is involved with is safe.

It is important for you as a parent to feel happy and confident about the arrangements you make for your child. To find out what is available here come and talk to the Designated Safeguarding Lead.

Your first choice may be made by your child showing an interest in a particular activity or saying that he or she wants to join a particular group – perhaps he or she has a friend who is already a member. If possible, talk to the parents of children who are already involved. Are they happy about the organisation? Are the children happy about the activities?

If possible, come and watch the group in action

- Do the activities seem to be suitable for the children taking part?
- Do you think the activities would be suitable for your child?
- Does the group seem well organised?
- Do there seem to be enough adults present for the number of children?
- Do the premises and equipment look safe?
- Do the activities seem to be carried out safely?
- Do the children seem to be enjoying themselves?

If you and your child are still interested, ask about these points

- How are the organisers recruited?
- How are they trained and what experience do they have?
- Do they have any qualifications?
- Are any checks carried out to make sure that they are suitable people to work with children?
- Is the group insured?
- Are there any rules that staff and helpers have to follow?

Picking the right activities for your child is all about listening

- **Listen to your child:**
What does he or she want to do?
- **Listen to other children:**
What do they say about the activities?
- **Listen to other parents:**
Do they think that the activities for children are well organised?
- **Listen to your own feelings:**
You often know when something is not right for your child even if you can't quite put your finger on why.
- **Listen to your child:**
If something is beginning to go wrong, he or she may notice it before you do.

If you have a concern about a particular club or activity please speak to the Designated Safeguarding Lead – New Heights Project Manager; Kerry Boffin.