

HEXTABLE COMMUNITY COLLECTIVE T/A THE HOWARD VENUE

CHILD & ADULT PROTECTION POLICY AND PROCEDURE

INTRODUCTION

Safeguarding is at the heart of all our work at THV with children, young people and Adults.

SCOPE OF THE POLICY

The policy is to be used by any client user or support, member of staff, volunteer or trustee working directly or indirectly with children, young people or adults in the course of their association with THV. Parent and carers will be informed of the policy as appropriate.

The policy applies to anyone with whom THV is in contact with who is a child, a young person, or Adult at Risk. Where the policy or procedure refers to a 'child' or 'young person' we mean anyone who has not yet reached the age of 18 years. Where the policy refers to an 'Adult' we mean anyone who is 18 years or older particularly vulnerable adults. THV will sometimes be used by adults who have mobility, confusion or health problems. In all instances our approach to safeguarding follows the same principles for as for children.

PURPOSE OF THIS POLICY AND PROCEDURE

This policy and procedure sets out how THV implements safeguarding for children, young people, and Adults with whom they come into contact.

THV is committed to devising and implementing policies so that everyone within the organisation accepts their responsibilities for safeguarding children, young people and Adults from abuse and neglect. This means following procedures to protect them and reporting any concerns about their welfare to the appropriate authorities.

This policy and procedure helps us to achieve this by:

- Supporting THV to safeguard children, young people and Adults in practice, by defining abuse and informing procedure.
- Ensuring everyone works to the same policy and procedure
- Making sure THV is accountable for what we do
- Being clear what roles and responsibilities THV has in safeguarding
- Saying what users and staff can expect from the organisation to help them work effectively

This policy supports our organisational purpose.

OBJECTIVES OF POLICY

THV will achieve the outcome by having these things in place:

- Safe organisational ethos
- Safe environment
- Safe processes for working with THV users
- Safe collection and use of information, and ways of communicating
- Safe staff
- Prompt reporting of concerns.

Principles

In support of these objectives, we are committed to the following principles.

To achieve a safe ethos, we will:

- work to support the organisational purpose which is to reach out to, and seek to protect in an appropriate way, children and young people who are at risk of or are being exploited
- promote the safety of children, young people and adults at risk in all our work, both directly and indirectly
- support the spirit and practice of THV's safeguarding ethos in all that we personally do
- have in place quality assurance processes that help us to ensure we are all safeguarding in practice
- treat all children, young people and adults fairly in being able to access services which meet their needs, regardless of gender, ethnicity, disability, sexuality or beliefs

To achieve a safe environment, we will:

- ensure the welfare and safety of children, young people and adults is paramount in all our activities
- listen to THV users and take account of what they tell us in making decisions about them
- take all reasonable steps to protect THV users from harm, discrimination, and degrading treatment
- practice respect for children's rights, wishes and feelings
- regularly assess and review safety risks which arise from THV premises, activities, equipment.

- To achieve safe processes, we will:
- take all suspicions and allegations of abuse, from inside or outside THV seriously and respond to them promptly and appropriately
- be clear about everyone's roles and responsibilities
- implement safeguarding procedures that are compliant with the expectations of THV
- have in place clear arrangements for how we would respond to concerns about how we implement safeguarding in practice within THV

To achieve safe information, we will:

- be clear with service users how the things they tell us will be used
- communicate promptly and clearly within THV and follow the requirements of information sharing protocols.
- keep good records of our work with THV users and also of our management of staff
- hold THV users information with care, and use it for agreed purposes only

To achieve safe staff, we will:

- recruit trustees, staff and volunteers with regard to their suitability for work with children, including use of enhanced Disclosure and Barring Service checks
- provide trustees, staff and volunteers with guidance and training in their safeguarding role, and ensure they have access to THV policies and procedures
- make sure everyone has access to advice on safeguarding at all times
- be clear with everyone what their individual role and responsibility is in safeguarding
- support staff and volunteers to carry out their job with appropriate supervision

CHILD ABUSE OR NEGLECT

Abuse and neglect are forms of maltreatment of a child. A child maybe abused or neglected by inflicting harm, or by failing to act to prevent harm. Abuse means a child's rights and needs are not being met as defined in The Children's Act 2004 and the United Nations Convention on the Rights of the Child (1989).

THV is aware that where a child is disabled, injuries or behavioural symptoms may mistakenly be attributed to his/her disability rather than the abuse. Safeguards for all children and young people are the same regardless of disability or ethnicity.

Physical Abuse

Physical abuse may include, but not limited to, hitting, shaking or throwing.

Emotional Abuse

Emotional abuse is the emotional maltreatment of a child such as to cause upset or adverse effects on the child's emotional development. It may involve conveying to children that they are inadequate or not valued. Age or developmentally expectations should not be expressed to children. Children should not feel frightened, in danger, exploited or corrupted.

Abuse & Sexual Exploitation

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities of any description, physical contact, visual, internet, texts, whether or not the child is aware of what is happening, and whether it is for money or reward or not.

Neglect

Neglect is a failure to meet a child's basic physical and/or psychological needs. THV will ensure adequate supervision of all users and staff whilst at THV including adequate care given to ensure access to appropriate medical care or treatment if necessary. Staff and users are First Aid trained and basic medicinal service is available plus an adult & child defibrillator available at all times.

Abuse of Disabled Children

Disabled children are at increased risk of abuse and those with multiple disabilities are at even more significant risk both of abuse and neglect including:

- Having fewer social contacts than other children;
- Having an impaired capacity to understand what they are experiencing is abuse or to challenge the abuser;
- Having communication difficulties resulting in difficulties in telling people what is happening;
- Being reluctant to complain
- Being particularly vulnerable to bullying or intimidation
- Being vulnerable to abuse by peers as well as other children

Disability is defined as:

A physical impairment, illness and/or a learning difficulty and dependency.

Bullying

Bullying may be defined as deliberately hurtful behaviour, usually repeated over a period of time, where it is difficult for those bullied to defend themselves. It can take many forms, but the three main types are physical (eg hitting, kicking, theft), verbal (e.g. racist or homophobic remarks, threats, name calling) and emotional (eg isolating an individual from

the activities and social acceptance of their peer group). There is increasing use of new technologies as a tool for bullying and such incidents should be taken seriously.

Self-Harming Behaviour

Any signs of self harming behaviour will be taken very seriously by THV.

ABUSE OF AN ADULT

Abuse is a violation of a person's rights or dignity, whether physical or emotional/psychological. THV has a strong network of support and respect for all users of all ages of the venue.

This policy is reviewed, endorsed and approved by the board of trustees annually, or when legislation changes.

Safeguarding Officers:Petrina Stockburn.....

.....Victoria Flaherty

Chair of Trustees 

Adopted by the Trustees at their meeting on Friday 13th March.