



**Heathfield Swim School and Swim Stars South East
Safeguarding Policy**

Policy Date: 18th January 2024

Policy Review: 18th January 2025

Purpose and Scope:

The primary objective of this policy is twofold:

- To safeguard children and young people participating in the services provided by Heathfield Swim School and Swim Stars South East, extending the protection to the children of adults utilizing our services.
- To establish fundamental principles guiding staff, volunteers, children, young people, and their families in matters pertaining to child protection.

This policy is applicable to all individuals associated with Heathfield Swim School and Swim Stars South East, including senior managers, paid staff, volunteers, sessional workers, agency staff, contractors, and students.

Legal Framework: This policy is crafted in alignment with relevant legislation, policy, and guidance aimed at safeguarding children in England. A concise overview of key legislation and guidance can be found at nspcc.org.uk/child-protection.

Supporting Documents:

This policy statement is to be read in conjunction with various organizational policies, procedures, and related documents, including but not limited to:

- Job/Role description for the designated safeguarding officer
- Dealing with disclosures and concerns about a child or young person
- Managing allegations against staff and volunteers
- Recording concerns and information sharing
- Child protection records retention and storage
- Code of conduct for staff and volunteers
- Behaviour codes for children and young people
- Photography and sharing images guidance
- Safer recruitment
- Online safety
- Anti-bullying
- Managing complaints
- Whistleblowing
- Health and safety
- Induction, training, supervision, and support
- Adult to child supervision ratios

Core Beliefs:

We firmly believe that:

- Children and young people should never endure any form of abuse.
- It is our responsibility to advocate for the welfare of all children and young people, ensuring their safety and practicing in a manner that shields them from harm.

Recognition:

- The welfare of children takes precedence in all our endeavours and decisions.
- Collaborative efforts with children, young people, parents, carers, and relevant agencies are indispensable for promoting the welfare of young people.

- Every child, regardless of individual characteristics, possesses an equal right to protection against all forms of harm or abuse.

- Some children may require additional safeguards due to various factors, including past experiences, dependency levels, communication needs, or other vulnerabilities.

Commitment to Safeguarding:

We are committed to ensuring the safety of children and young people by:

- Valuing, listening to, and respecting them.

- Appointing a designated child protection lead for children and young people.

- Implementing best practices in child protection and safeguarding through policies, procedures, and a code of conduct for staff and volunteers.

- Developing and enacting an effective online safety policy and related procedures.

- Providing comprehensive management support for staff and volunteers through supervision, training, and quality assurance measures.

- Recruiting and selecting staff and volunteers safely, adhering to all necessary checks.

- Recording, storing, and utilizing information professionally and securely, in compliance with data protection legislation and guidance.

- Disseminating information about safeguarding and good practice to children and their families through various channels.

- Ensuring awareness of where to seek help is readily available to children, young people, and their families.

- Utilizing safeguarding and child protection procedures to share concerns and relevant information with pertinent agencies, involving stakeholders appropriately.

- Managing allegations against staff and volunteers judiciously through established procedures.

- Creating and maintaining an anti-bullying environment, supported by a comprehensive policy and procedure for effective resolution.

- Implementing robust complaints and whistleblowing measures.

- Providing a physically safe environment for children, young people, staff, and volunteers, adhering to health and safety measures as stipulated by law and regulatory guidance.

- Cultivating a safeguarding culture where mutual respect and the comfortable sharing of concerns are upheld by staff, volunteers, children, young people, and their families.

Contact details.

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We are committed to reviewing our policy and good practice annually.