



Paramount Safeguarding
Specialist Safeguarding Support

Safeguarding & Child Protection Policy

Date: April 2024

Review Date: April 2025

Context

Paramount Safeguarding Ltd. provides high quality safeguarding consultancy, training, reflection/supervision sessions and therapeutic interventions to individuals and organisations such as local authorities, schools, alternative education providers and charity organisations.

Reflection/supervision sessions involve working therapeutically with professionals working with children and young people in a safeguarding capacity, giving them a space to reflect on the difficult nature of the work and their practice. These can take place in person or online.

Therapeutic interventions involve working with children and young people from ages 5 – 18, both on a one-to-one basis or in small groups. These can take place in person or online.

A therapeutic practitioner is anyone providing therapeutic services including coaching, counselling, pastoral care, psychotherapy, or using therapeutic skills. Theory and practice are mainly drawn from Systemic Therapy, however other therapeutic theories and practices may be used.

A client is anyone in receipt of the therapeutic skills. All clients have the right to receive a professional and ethical service, to be respected and protected from abuse and exploitation.

Staff

Director	Kyri Mingay
DSL	Kyri Mingay
Therapeutic Practitioner	Kyri Mingay

Independent Therapeutic Practitioners/Coaches

Introduction

The welfare, safety and wellbeing of children and young people is paramount. Everyone who comes into contact with children and families has a duty of care and a role to play.

Safeguarding and promoting the welfare of children is defined as:

- Protecting children from maltreatment, whether that is within or outside the home, including online
- Preventing impairment of children's mental and physical health or development
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- Promoting the upbringing of children with their birth parents, or otherwise their family network, through a kinship care arrangement, whenever possible and where this is in the best interests of the children
- Taking action to enable all children to have the best outcomes set out in the Children's Social Care National Framework

This policy applies to all children up to the age of 18 whether living with their families, in state care or living independently.

Paramount Safeguarding Ltd. and its services applies a child-centred approach when working with children and their families.

Paramount Safeguarding Ltd. and its services recognises that children may be vulnerable to neglect and abuse or exploitation, and that these threats take a variety of forms including:

- Sexual abuse
- Physical abuse
- Emotional abuse
- Neglect
- Domestic abuse including controlling and coercive behaviour
- Exploitation by criminal gangs and organised crime groups
- Trafficking
- Online abuse
- Sexual exploitation
- Influences of extremism leading to radicalisation
- Child on Child Abuse

Paramount Safeguarding Ltd. and its services applies a child-centred approach when working with children and their families. We listen to children and young people and take their views seriously, working collaboratively with them and their families, education providers and other agencies as appropriate.

Statutory Law and Guidance

This policy is informed by the following statutory laws and guidance:

Children's Act 1989

Children's Act 2004

Working Together to Safeguard Children 2023

Keeping Children Safe in Education 2023

Data Protection Act 2018 and UK GDPR

Children's Social Care National Framework

Ethical Framework – British Association for Counselling & Psychotherapy

Ethics and Good Practice

Paramount Safeguarding Ltd. and its services is committed to working ethically and ensuring our service is of a high standard, shows good practice and is appropriate for the needs of our clients. This is the case whether our work is delivered in person or online.

We commit to:

- Prioritising our client's needs and wellbeing
- Working collaboratively with our clients, their families and agencies as appropriate
- Demonstrating honesty, respect, equality, valuing diversity and inclusion
- Protecting client confidentiality and privacy
- Obtaining consent to work with our clients and if working with children, young people or vulnerable adults to obtain consent from those who have parental responsibility and care for them
- Safeguarding our clients and/or others from harm, abuse or exploitation. There may be a need to breach a client's confidentiality in these circumstances

- Communicating clearly the expectations and boundaries of the practitioner-client relationship
- Identifying, discussing and reporting any client concerns and/or risks
- Considering any professional or personal conflicts before offering services to clients
- Reviewing the impact and effectiveness of the work with our clients
- Acknowledging that unexpected issues may arise, and that sometimes difficult professional judgments and decisions need to be made, particularly when keeping clients safe and protecting them from harm
- Keeping our knowledge and skills up to date and complying with the law, government guidance, regulations and any other requirements
- Keeping relevant and appropriate records securely and confidentially in compliance with Data Protection and UK GDPR
- Informing clients in advance when ending our work together and offering suggestions and/or signposting to other agencies that may be able to provide support

Online and Remote Working

There are occasions when our services may be delivered online. It is imperative that the safeguarding procedures set out in this policy are adhered to whether working with clients in person or online.

The online platforms used to deliver some services are:

Microsoft TEAMS
Zoom Video Conferencing

The school/education provider should ensure that any child/young person is logged in via their school/education provider email and not their personal email.

The school/education provider should ensure the parent/carer is informed of any sessions being delivered online.

If a child/young person is logging in from home, consent should be provided by their parent/carer.

Schools should ensure they have the highest filtering and monitoring systems in place when children and young people are using their school systems for online sessions.

Expectations will be made clear at the beginning of any online sessions, including behaviour and conduct. The session will end if the client does not meet the expectations set out and/or displays any inappropriate behaviour.

The practitioner and client should both ensure the background is neutral or blurred when in an online session.

The practitioner and client should both be appropriately dressed when in an online session.

The online session should not be recorded and if this occurs, the sessions should end immediately.

Waiting room features will be used to verify the participant before admitting them into an online session.

A headset will be used when required to ensure privacy and confidentiality of the client.

Clients should inform the school/education provider if there are any concerns regarding the online sessions and the Director should be informed.

Confidentiality

We will actively protect the confidentiality and privacy of our clients.

Clients will be informed at the beginning of any work of confidentiality and of circumstances where the practitioner may have to breach this, including where there are:

- safeguarding risks to the client or others
- concerns regarding an individual's or agency's practice
- disclosures of any illegal activities

A practitioner should never promise a child or young person to keep secrets.

Clients will be informed of any concerns that will be reported, unless it would place the client at further risk when doing so.

Clients will be informed of how any personal data will be used and whom it may be shared with if required.

Information Sharing

Effective sharing of information between professionals, organisations and agencies is essential for keeping children safe. The Data Protection Act 2018 and General Data Protection Regulations (GDPR) do not prevent the sharing of information for the purposes of keeping children safe.

If any staff have concerns regarding a child or young person regarding their welfare or that they are suffering or likely to suffer significant harm, then information will be shared with Children's Social Care and/or the Police.

It is not necessary to seek consent to share information for the purposes of safeguarding and promoting the welfare of a child. However, we seek to be transparent and work collaboratively with children and their families, therefore we will inform the child/young person where appropriate that a referral has been made and the school/education provider will seek to inform the parent/carer, except where this may place the child at further risk of harm or if seeking consent would lead to an unjustifiable delay in making enquiries. Information would also need to be shared without consent if this would prejudice or interfere in the prevention, detection or prosecution of a serious crime.

Information will be provided to Safeguarding Partners (Local Authority, Clinical Commissioning Group and Police) when requested if this will enable them to perform their functions to safeguard children in the area.

Mental Health

Mental health issues can be an indicator that a child has been suffering or likely to suffer abuse, neglect or exploitation. Only trained professionals should attempt to make a diagnosis of a mental health issue however, staff are well placed to identify any behaviours relating to mental health difficulties. Abuse or neglect, and potentially traumatic adverse childhood experiences can have a lasting impact on children throughout the course of their lives. These experiences can impact their mental health, behaviour and education.

Reporting Concerns

Staff of Paramount Safeguarding Ltd. will report any concerns regarding children to the DSL of the school/education provider.

If the DSL or any member of the safeguarding teams within the school/education provider is not available, concerns will be reported directly to the Local Authority MASH (Multi-agency safeguarding Hub) Team.

If children/young people are being home educated or not in education, concerns will be reported directly to the Local Authority MASH Team.

In relevant circumstances, the police will also be contacted.

Any reports or referrals to the school/education provider or Local Authority will be followed up to ensure actions have been taken.

If it is felt that the appropriate action has not been taken, the concern will be escalated using the Local Authority's escalation procedures.

The NSPCC will be contacted if there are still concerns after following the Local Authority's escalation procedures.

Early Help

Early help means providing support to children as soon as a problem emerges, which can help prevent further problems arising. Paramount Safeguarding Ltd. staff will report any identified concerns where a child may need early help to the DSL of the referring school/education provider. If the young person does not attend an education provision, the Local Authority will be informed directly.

Allegations against staff

An allegation may relate to a person who works with children who has:

- Behaved in a way that has harmed a child or may have harmed a child
- Possibly committed an offence or against or related to a child
- Behaved towards children in a way that indicates they pose a risk of harm to children
- Behaved towards a child in a way that indicates they may not be suitable to work with children

If any staff have any concerns regarding adults working with children in the school/education provider setting, these should be reported to the Director and DSL of Paramount Safeguarding Ltd.

Any concerns regarding adults in schools/education providers will be reported to the Headteacher of the school/education provider and to the Local Authority Designated Officer (LADO).

If the concern is about the Headteacher, the concern will be reported to the LADO.

If the school/education provider has concerns regarding any staff of Paramount Safeguarding Ltd. these should be reported to the Director and DSL of Paramount Safeguarding Ltd. (Kyri Mingay) and the LADO will be informed.

If the concern is about the Director, the concern should be reported to the LADO.

A referral will be made to the Disclosure and Barring Service (DBS) if a person is removed from the organisation or if a staff member is removed from working in regulated activity with children.

Where there are concerns regarding safeguarding within a school, education provider or organisation, we will follow Local Authority whistleblowing procedures.

Every effort will be taken to maintain confidentiality and guard against unwanted publicity while an allegation is being considered or investigated.

All allegations against adults will be recorded in writing and dealt with appropriately. Any records will be kept securely and confidentially in compliance with Data Protection Act 2018 and GDPR.

Low level concerns

A low-level concern is any concern where an adult may have acted in a way that is deemed as inappropriate and has not met the harm threshold or is not serious enough to refer to the LADO. For example, being over-friendly with children or taking photos of children on their mobile phone.

Any low-level concerns regarding staff in school or education settings should be reported to the DSL or Headteacher of that setting.

Any low-level concerns about Paramount Safeguarding Ltd. staff should be reported to the Director Kyri Mingay.

All low-level concerns will be recorded in writing and dealt with appropriately. Any records will be kept securely and confidentially in compliance with Data Protection Act 2018 and GDPR. Records will be reviewed so that potential patterns of inappropriate or concerning behaviour can be identified and a course of action decided. If a low-level concern moves to meeting the harm threshold, the LADO will be informed.

Safe Recruitment

Paramount Safeguarding Ltd. currently only has one member of staff, Director Kyri Mingay.

Director has enhanced DBS check and complies fully with the vetting procedures of the school, education provider or organisation in which a service is provided.

Any future staff, including any freelance or independent practitioners, will be recruited using robust vetting and recruitment procedures to deter and prevent any people who are unsuitable to work with children.

All job descriptions and application forms will have a clear safeguarding statement and will make clear that safeguarding checks will be undertaken including:

- Identification checks (including photo ID)
- Enhances DBS Check (including children's barred list information)
- Verification of physical and mental fitness to carry out the role
- Verification of employment history
- Two references and verification of these
- Verification of the person's right to work in the UK, including EU Nationals
- Verification of professional qualifications
- Verification of professional indemnity insurance

All staff will comply with the vetting procedures of the school, education provider and organisational setting to which services are being provided and will confirm that appropriate checks have been carried out.

All staff should report to the Reception of the setting and sign in.
Staff may be asked to show photo ID and DBS.

Record Keeping

Accurate records will be kept that are relevant and limited to the service being provided.
All records are in compliance with data protection requirements.
All records and notes are kept confidentially and securely.
Any paper notes are kept securely away from other files.
Any digital records are kept securely using password protection.
Records are shared with clients when requested.
Records are shared with relevant agencies if requested as part of police investigation or by a court of law.

Complaints & Whistleblowing

We hope that clients feel confident to raise any issues or concerns with us and we will do our best to resolve them. However, we acknowledge that there may be occasions where a client may want to make a more formal complaint.

If this is the case, the complaint should be raised with the Local Authority in which the service is being provided.

Any concerns regarding poor and unsafe practice should be reported to the Director and are taken very seriously.

The NSPCC Whistleblowing Helpline is available to clients and staff: 0800 028 0285.