



Safeguarding and Child Protection Policy

Date created: 25th February 2025

Last updated:

Review date: February 2027

Designated Safeguarding Lead: Robyn Jones (last updated February 2025)

Introduction

Statutory guidance Working Together to Safeguard Children (2015) states that organisations working with children must have an effective safeguarding and child protection policy in place. If there are any concerns about a child's welfare or their safety, Wild at Heart must respond and liaise with the relevant organisations to address this.

Safeguarding can be summarised as the prevention of harm. Child protection is what we do if the child is suffering or likely to come to harm.

In this document we will use the term "maltreatment" as the umbrella term for neglect and abuse.

How we will safeguard children

At Wild at Heart, we will

- Be aware and have training on safeguarding, child protection and Prevent as well as having a trained Designated Safeguarding Lead Level 3 to oversee this.
- Staff and volunteers will have undergone an enhanced DBS check to ensure their suitability with children (and vulnerable adults).
- Have clear procedures on what to do in the event of a child disclosure or cause for concern
- As a lone provider, give parents/carers the details of the local authority's children services in case of concern regarding the organisation
- Know the route to refer into children's social care
- Consider the suitability and safety for all children, young persons and adults by taking steps to reduce any risks identified whilst on site.
- Ensure we have full details of a child's medical, emotional, physical or learning needs as well as at least two emergency contacts for that child and keep that data online within a secure password protected file.

- Be trained in Paediatric First Aid at the minimum
- Keep clear records of any concerns related to safeguarding in a secure password protected online file.

Responding to a disclosure

If a child discloses something to a member of staff, that member of staff will:

- Remain calm
- Reassure the child that they are brave, they are not to blame and that they are right to tell.
- Let the child know that they are taking what they are saying seriously
- Listen effectively – not rush the child and listen carefully
- Tell them what will happen next
- Avoid jargon that the child may not understand

The staff member should not:

- Promise to keep the information secret
- Ask leading questions or “interview” the child
- Make assumptions
- Use negative terms about the potential abuser

Following the disclosure the staff member should be make a detailed record of the disclosure as soon as possible using factual information only and the child’s actual words. Any professional opinion should be documented as “professional opinion”. Personal opinion should be omitted. If the child is old enough and willing, ask them to read the record to check its accuracy. The Designated Safeguarding Lead will keep the record updated with any progress or actions and ensure it is stored safely and securely and only shared with authorised people who only need to see it as part of their role.

What happens next:

The Designated Safeguarding Officer will consult the [Local Safeguarding Children Partnership Threshold Document](#) for what action to take next. If they believe the child is at immediate risk of harm, they may call the police on 999.

Missing Child

As a lone provider, the Designated Safeguarding Lead will not leave any other children alone in order to search for the missing child. They will instead immediately contact the parent/carers of the child to ensure they have not returned home and if not ask them to take responsibility for looking for the child. They may also contact a local contact to look for the child in the meantime. They will ask the parents/carers whether they wish for the police to be called to assist.

Visitors and Contractors

Wild at Heart may from time to time have other industry related visitors/contractors on site participating in a session. If so, their enhanced DBS certificate will be requested to be given as well as an identification document prior to their visit. If they do not have a DBS, they will only be allowed on site when a member of staff (in this case the DSL) is present who has an

enhanced DBS. In this instance they will never be left alone with a child without the DSL present.

Emergency Procedures

In the event of injury or medical incident, the First Aider will assess the situation and the nature/extent of the situation. A first aid kit and burns kit will be available the site. A charged mobile phone will be held by facilitator. In the event of injury or illness that cannot be treated on site and medical assistance is required, the following process will be followed:

- Emergency services will be contacted for serious cases by the facilitator running the session.
- The attendee's emergency contact (s) will be contacted following the call to emergency services.
- The rest of the group will be asked to move away from any danger if applicable
- Emergency services will be met by the facilitator
- An accident form will be completed by Wild at Heart. A Riddor record will be created for any death, serious injury or 7-day injury

If contacting Emergency Services

- Dial 999 and ask for ambulance or fire brigade
- Site postcode: RG27 9BB
- Grid Reference – SU70598 56068
- Ambulance access: front of copse, Strouds Green Lane. Rotherwick Park for air ambulance.

In the event of a fire at the site, attendees will follow the facilitator to the safest location which may be Rotherwick Park and Emergency Services called once everyone is safe.

Appendix One – Contact Details

Hampshire Local Safeguarding Partnership Team for calls from the general public calls – 0300 555 1384

Local Authority Safeguarding Officer (for concerns regarding staff/adults working with children) - this service no longer provides a telephone service, for information please refer to the Hampshire County website pages via www.hants.gov.uk and type in LADO, then select the 'allegations against people in a position of trust' option. This will take you to the initial enquiry or referral form. These forms are prioritised.

Hampshire Adult Services – 0300 555 1386

Family Information and Services Hub - [Family Information and Services Hub](#)