



Ocklynge Road, Eastbourne, BN21 1PY Tel: 01323 722924
Email: admin@communitywise.org.uk website: <https://communitywise.org.uk>

Safeguarding Children and Young People Policy Statement

Safeguarding Lead/Child Protection Officer: Sue Relf

Community Wise is run for the general benefit of all residents in the surrounding area and in particular:

- To serve the community and to promote community spirit
- To encourage and support family life
- To value individuals, identifying and responding to their needs

It does this by:

- Providing community facilities at low cost
- Actively encouraging the development of new groups as and when needs have been identified and opportunities arise
- Envisioning and supporting staff and volunteers
- Working in partnership with other agencies, in particular with Living Stones Community Church

Community Wise is responsible for ensuring the protection, safeguarding and welfare of all the children and young people who take part in its own activities on or off the premises. This applies to all children and young people, regardless of gender, disability, ethnicity, sexuality or religion. It is committed to value, listen to, relate effectively with and encourage children and young people, looking to their physical, mental, emotional and spiritual development, and ensuring their protection from harm.

It does this by:

1. Taking up references for anyone appointed by Community Wise to work with children and young people, either voluntary or paid, temporary or long term.
2. Requiring all workers and volunteers that look after children or young people when their parents, guardians or responsible adults are not present to undertake enhanced DBS checks.
3. Making sure that all workers are made aware of this policy during their induction.
4. Ensuring that Health and Safety Policies and procedures are adhered to, and that safety is paramount in all activities.

5. Ensuring that the numbers of adults to young people, in the absence of parents, is as recommended by the Children Act, and by ensuring that, whatever the numbers of young people, at least two adults are present.
6. Ensuring that, where harm is disclosed or suspected, the correct procedures are sensitively followed at all times.
7. Ensuring that parents of pre-school children, school age children and young people are involved in the planning and delivery of any activities they are involved in.
8. Ensuring that all activities will be planned and appropriate.
9. Ensuring that all new staff and volunteers are inducted in to the procedures and policies of Community Wise, including child protection, and that they receive appropriate training, monitoring and supervision.
10. Other bodies who manage activities at Community Wise premises will be required to ensure that their own policies are up to date and implemented.

Child protection and authorising DBS checks are the responsibility of Sue Relf, who can be contacted at Community Wise during office hours, or in an emergency on 07810 702589.

Commitment:

Youth and children's workers and volunteers commit to the nurturing, protection and safekeeping of children and young people in our care. Young people will be informed of policies and procedures as appropriate.

1. It is the responsibility of each children's or youth worker to safeguard children and young people in their care from physical, sexual and emotional abuse and to report any abuse discovered. Any concerns should be reported in the first instance to the Child Protection Officer, Sue Relf.
2. In an emergency or following an incident of a serious or urgent nature it may be necessary to contact the police and/or Social Services directly. Records of concern will be kept in the locked office at Community Wise.
3. Spending time alone with a young person will be avoided. Doors will normally be left open, but, where confidentiality and privacy are important, this may be over-ruled in exceptional circumstances. There should be another adult in the building and the young person will be informed of this.
4. Personal contact or interaction with any child or young person in our care through any social media site is not permitted.
5. Children and young people will be treated with respect and with respectful language, tone of voice and body language.
6. Physical punishment will never be used. When behavioural problems arise other team members will be sought for advice and support.
7. Contact or banter of a potentially sexual nature is unacceptable, as is bullying and all bad language.
8. Leaders will be made aware of the location of the First Aid facilities and ensure that any accidents/injuries are recorded in the Accident Book in reception.
9. Organised activities will be of a safe nature in a safe environment. Adventure activities will be supervised by appropriately qualified, experienced personnel and require parental permission for the young person to take part. (Examples could include swimming, canoeing, horse riding, abseiling, hill walking, mountaineering etc.)

- 10. Sleeping accommodation with young people will not be shared when away, unless necessary or advisable.
- 11. Family details, medical information and permission for emergency treatment will be obtained before taking a group away.
- 12. Disciplinary procedures will be followed by any staff member or volunteer not adhering to these guidelines.
- 13. Whistle-blowers and any others who raise a concern will be treated with confidentiality and protection.

All staff and volunteers working with children and young people will be asked to commit to adhering to the policies and procedures outlined in this document and given a hard copy for their reference.

All staff and volunteers working with children and young people will be required to complete the safeguarding online training delivered by Thirtyone:eight via Living Stones Community Church.

The Child Protection Officer will be required to participate in Safeguarding Webinar training conducted by Thirtyone:eight via Living Stones Community Church.

This policy is available on our website: <https://communitywise.org.uk> and will be reviewed by the Trustees every two years.

Community Wise Supporting Documents:

- Eastsussex.gov.uk – The safety of children is everyone’s business
- Thirtyone:eight – Recognising and responding to abuse
- Equal Opportunities Policy
- Christian Basis
- Volunteers Policy
- Health and Safety Policy

Community Wise Safeguarding Children and Young People Policy Statement:

Personal Commitment:

I have read and understood the above and will abide by this commitment:

NAME (in capitals)

SIGNATURE

DATE