



# SAFEGUARDING AND CHILD PROTECTION POLICY

Central Education are committed to the highest standards in protecting and safeguarding the welfare of children and young people entrusted to its care, at all times. Every child who participates in sport should be able to do so within a fun, safe environment, and be protected from poor practice and abuse, and Central Education places the highest priority on their safety and enjoyment, and recognises its duty of care towards every child and young person within its activities. A child or young person is anyone under the age of 16 and engaged in Central Education activities.

As part of the ethos of Central Education, our company is committed to:

- Encouraging and supporting parents/carers/guardians, and working in partnership with them
- Listening to and valuing each individual child
- Ensuring that all members of Central Education staff, both teaching and support, full-time and part-time, are properly trained and supported

## Key principles

The key principles of the Central Education **Child Protection Policy** are that:

- The safety and welfare of every child and young person is paramount
- All people, especially children and young people, have the right to be protected from abuse regardless of their age, gender, disability, culture, language, racial origin, religious beliefs or sexual identity
- We recognise that some children may be the victims of neglect, physical, sexual or emotional abuse, and that Central Education staff, by virtue of their knowledge and regular contact with the children, are well placed to identify such abuse and offer support to children in need
- All incidents of poor practice, suspicions and allegations, will be taken seriously and responded to swiftly and appropriately
- It is the responsibility of child protection experts to determine whether or not abuse has taken place, but it is everyone's responsibility to report any concerns
- This policy applies to all Central Education members of staff, both teaching and support, undertaking roles on behalf of Central Education
- This policy will be issued to all Central Education members of staff



## ORGANISATION AND IMPLEMENTATION

Central Education has one **Company Welfare Officer (CWO)**, namely the company director, Georgina Perry, who will advise and ensure that safeguarding is being adhered to within the Company. The CWO is the first point of contact for all children, parents/carers/guardians and staff members regarding concerns for the welfare of any child or young person. The CWO will communicate directly with Head Teachers, Designated Senior Persons and child protection personnel, and will be familiar with the procedures for referring any concerns. They will also play a proactive role in increasing an awareness of poor practice and abuse.

Central Education will endeavour to build relationships with other agencies in order to build understanding, trust and confidence, and to secure effective co-operation in cases of actual or suspected abuse.

Central Education has implemented codes of conduct and ethics for participants, parents and all Central Education members of staff. In order to validate these codes of conduct, and has clear sanctions to deal with any misconduct. Central Education has a role to play in safeguarding the welfare of all children and young people by protecting them from physical, sexual or emotional harm, and from neglect or bullying. Detailed below are definitions of abuse and possible warning indicators. Individual factors or indicators of abuse may not be particularly worrying in isolation, but in combination they can suggest that there is serious case for concern.



# DEFINITIONS OF ABUSE AND POSSIBLE INDICATORS, IN ACCORDANCE WITH THE NSPCC

## Neglect

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development.

It can be a difficult form of abuse to recognise, yet have some of the most lasting and damaging effects on children.

Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- Provide adequate food, clothing and shelter (including exclusion from home or abandonment);
- Protect a child from physical and emotional harm or danger;
- Ensure adequate supervision (including the use of inadequate care-givers); or
- Ensure access to appropriate medical care or treatment
- Respond to a child's basic emotional needs.

### The physical signs of neglect may include:

- Constant hunger, sometimes stealing food from other children
- Constantly dirty or 'smelly'
- Loss of weight, or being constantly underweight
- Inappropriate clothing for the conditions.

### Changes in behaviour which can also indicate neglect may include:

- Complaining of being tired all the time
- Not requesting medical assistance and/or failing to attend appointments
- Having few friends
- Mentioning being left alone or unsupervised

# Bullying

Bullying is deliberately hurtful behaviour, usually repeated over a period of time, where it is difficult for those bullied to defend themselves. It is not always easy to recognise as it can take many forms, but the three main types are: **PHYSICAL, VERBAL AND EMOTIONAL**

- **Physical** - hitting, kicking, theft, pushing, pinching, other forms of violence or threats
- **Verbal** - racist or homophobic remarks, threats, name calling, persistent teasing, spreading rumours, sarcasm
- **Emotional** - isolating an individual from the activities and social acceptance of their peer group, tormenting, ridiculing, humiliating

The damage inflicted by bullying can frequently be underestimated. It can cause considerable distress to children to the extent that it affects their health and development or, in the extreme, cause them significant harm (including self-harm). All settings in which children are provided with services or are living away from home should have in place rigorously enforced anti-bullying strategies.

## Persistent bullying can result in:

- Depression
- Low self-esteem
- Shyness
- Poor academic achievement
- Isolation
- Threatened or attempted suicide

## Signs that a child may be being bullied can be:

- Coming home with cuts and bruises
- Torn clothes
- Asking for stolen possessions to be replaced
- Losing dinner money
- Falling out with previously good friends
- Being moody and bad tempered
- Wanting to avoid leaving their home
- Aggression with younger brothers and sisters
- Doing less well at school
- Sleep problems
- Anxiety
- Becoming quiet and withdrawn

Central Education fully acknowledges the identification of bullying as a category of abuse. Bullying of any kind is not acceptable within our activities and will not be tolerated. If bullying does occur, all participants, parents, carers or guardians should be able to tell and know that any incidents will be dealt with swiftly and appropriately.

# Physical Abuse

Most children will collect cuts and bruises as part of the rough-and-tumble of daily life. Injuries should always be interpreted in light of the child's medical and social history, developmental stage and the explanation given.

Most accidental bruises are seen over bony parts of the body, such as the elbows, knees and shins, and are often on the front of the body. Some children, however, will have bruising that is more than likely inflicted rather than accidental. Important indicators of physical abuse are bruises or injuries that are either unexplained or inconsistent with the explanation given, or visible on the 'soft' parts of the body where accidental injuries are unlikely (e.g. cheeks, abdomen, back, and buttocks).

A delay in seeking medical treatment when it is obviously necessary is also a cause for concern, although this can be more complicated with burns, as these are often delayed in presentation due to blistering taking place some time later.

## The physical signs of abuse may include:

- Unexplained bruising, marks or injuries on any part of the body
- Multiple bruises - in clusters, often on the upper arm, outside of the thigh
- Cigarette burns
- Human bite marks
- Broken bones
- Scalds, with upward splash marks
- Multiple burns with a clearly demarcated edge

## Changes in behaviour that can also indicate physical abuse:

- Fear of parents being approached for an explanation
- Aggressive behaviour or severe temper outbursts
- Flinching when approached or touched
- Reluctance to get changed, for example in hot weather
- Depression or withdrawn behaviour
- Running away from home

# Emotional Abuse

Emotional abuse can be difficult to measure, as there are often no outward physical signs. There may be a developmental delay due to a failure to thrive and grow, although this will usually only be evident if the child puts on weight in other circumstances, for example when hospitalised or away from their parents' care.

Even so, children who appear well-cared for may nevertheless be emotionally abused by being taunted, put down or belittled. They may receive little or no love, affection or attention from their parents/carers. Emotional abuse can also take the form of children not being allowed to mix or play with other children.

## Changes in behaviour which can indicate emotional abuse include:

- Neurotic behaviour e.g. sulking, hair twisting, rocking
- Being unable to play
- Fear of making mistakes
- Sudden speech disorders
- Self-harm
- Fear of parent being approached regarding their behaviour
- Developmental delay in terms of emotional progress

# Sexual Abuse

Adults who use children to meet their own sexual needs abuse both girls and boys of all ages, including infants and toddlers. Usually, in cases of sexual abuse it is the child's behaviour that may cause you to become concerned, although physical signs can also be present. In all cases, children who tell about sexual abuse do so because they want it to stop. It is important, therefore, that they are listened to and taken seriously.

It is also important to remember that it is not just adult men who sexually abuse children – there are increasing numbers of allegations of sexual abuse of children against women, and sexual abuse can also be perpetrated by other children or young people.

## The physical signs of sexual abuse may include:

- Pain or itching in the genital area
- Bruising or bleeding near the genital area
- Sexually transmitted diseases
- Vaginal discharge or infections
- Stomach pains
- Discomfort when walking or sitting down
- Pregnancy

## Changes in behaviour which can also indicate sexual abuse include:

- Sudden or unexplained changes in behaviour e.g. becoming aggressive or withdrawn fear of being left with a specific person or group of people
- Having nightmares
- Running away from home
- Sexual knowledge, which is beyond their age, or developmental level.
- Sexual drawings or language
- Bedwetting
- Eating problems such as overeating or anorexia
- Self-harm or mutilation, sometimes leading to suicide attempts
- Saying they have secrets they cannot tell anyone about
- Substance or drug abuse
- Suddenly having unexplained sources of money
- Not allowed to have friends (particularly in adolescence)
- Acting in a sexually explicit way towards adults



## ACTION TO BE TAKEN WHEN ABUSE IS SUSPECTED

When dealing with a child who may have been abused, it is very important to ensure that any possible future legal evidence does not become contaminated. The following basic principles should be adhered to:

- In any circumstances where a child has an injury, but no explanation is offered, it is acceptable to enquire how the injury was sustained
- In circumstances where a child volunteers/discloses information about abuse, listen to the child. It is acceptable to clarify information by asking: What happened? Where? When? Who was involved?
- Never stop a child who is freely recalling significant events. The child should NOT be asked to repeat their story to a colleague, or asked to write it down, or pressurized to offer more information
- Always make a written record of any information volunteered to you using the **Central Education Incident/Concern/Complaint Reporting Form**
- Record all subsequent events up to the time of intervention. Whilst there may be some delay, do not be tempted to further discuss the disclosure with the child
- Do not promise confidentiality
- Ensure the physical and emotional safety and welfare of the child
- First point of contact should always be with the Company Director who will advise on how to proceed with the matter
- Never delay action to protect a child

### **Birmingham safeguarding numbers:**

If you think a child or young person is suffering or likely to suffer significant harm you must contact the CASS team and tell them your concerns.

**CASS:** 0121 303 1888 (Monday – Thursday 8:45 – 5:15 and 8:45 – 4:15 on Friday)

**Out of hours Emergency Duty Team:** 0121 675 4806

Link to make a referral:

<http://www.lscpbirmingham.org.uk/safeguarding-concerns>

### **Solihull safeguarding numbers:**

If you think a child or young person is suffering or likely to suffer significant harm you must contact the MASH team and tell them your concerns.

**MASH:** 0121 788 4300 (Monday – Thursday 8:45 – 5:20 and 8:45 – 4:30 on Friday)

**Out of hours Emergency Duty Team:** 0121 605 6060



Link to make a referral:

<https://eservices.solihull.gov.uk/ChildrensSocialWorkServiceReferral/>

If you think a child or young person needs immediate protection call **999**

When reporting a concern please be prepared to provide as much information about the child/young person as possible, including: the child/young person's name, age, gender, ethnicity, first language, address, who lives at the home; including other children and parents/carers, details of nursery, school, college. However, if you do not have all of this information it should not stop you reporting a concern.

You should always record any decision made about information sharing in line with your organisations record keeping procedures.

Professionals and volunteers should also inform Children's Social Work Services if the parents or carers know the referral is being made and if they are in agreement with it being made.

If you wish to make an allegation against people who work with children who are paid, unpaid, volunteers, casual, agency or anyone self employed, then you should contact the Local Authorities Designated Officer (LADO) as soon as possible in cases in which it is alleged that a person who works with children has:

- behaved in a way that has harmed, or may have harmed a child;
- possibly committed a criminal offence against or related to a child; or
- behaved towards a child or children in a way that indicates they may pose a risk of harm to children.

Birmingham **LADO**: 0121 675 1669

Solihull **LADO**: 0121 788 4310

## Procedure for making referrals

When making a referral to other agencies (Education and Children's Services, Police, Social Services etc.) it is important to provide the following information:

- Name, date of birth, ethnic origin, gender of child, address and telephone numbers.
- The reasons for your concern.
- Injuries and/or indicators observed.
- The child's first language.
- Details of any specific needs, i.e. disability, etc.



# PHOTOGRAPHY GUIDELINES

Central Education recognises that the publicity and pictures of children and young people enjoying sport are essential to promote sport and healthy lifestyles and, ultimately, the activities of Central Education.

However, the following guidelines are observed:

- Parents and guardians must consent for the taking and publication of photographic images.
- All children must be dressed appropriately for the activity taking place
- Photography and recording should focus on the activity rather than a particular child or young person, and personal detail should always remain confidential
- Anyone taking pictures or recording at any Central Education activity, must have received permission off the Head Teacher and Company Director, and complete a **Central Education Photography and Recording of Images Consent Form** prior to the activity taking place
- The photographer/camera person must have bona fide identification and be able to produce it on request

Staff members have access to all policies and procedures via an online portal at all times, which can be accessed through the website:

[www.centraleducation.co.uk](http://www.centraleducation.co.uk)

