



Carlisle Eden Mind

Charity No 1113649 Company No 5689607

Policies and Procedures

SER10 SAFEGUARDING CHILDREN POLICY

Date	Version	Amendments
September 2023	Version 2	Updated to comply with revised guidance
September 2024	Version 2	To be reviewed

Policy Statement

Introduction

Carlisle Eden Mind provides a range of services to adults and children and young people to assist and help to maintain good mental health.

As part of our work specifically related to children and young people we recognise and are committed to ensuring that all children and young people that we work with or otherwise come into contact with through our work are kept safe and protected from harm of any kind whether within our work with them or in their wider lives.

This policy statement applies to all children and young people under the age of 18 and it is expected that all adults within the organisation, staff and volunteers will comply with it in its entirety irrespective of whether they work directly with children or young people or not.

This policy statement is underpinned by procedures and practices that not only match the intention and commitment of the policy but also apply all relevant legislative provisions and frameworks for safeguarding and child protection in England enshrined in legislation namely Children Act 1989, the Children Act 2004 and the Children and Social Work Act 2017.

It also links with a range of other Carlisle Eden Mind policies and procedures including but not limited to managing complaints, health and safety, safe recruitment and whistleblowing.

Principles

Carlisle Eden Mind believes that:

- Everyone has a responsibility to promote the welfare of all children and young people, to keep them safe and to practice in a way that protects them.
- Equal priority must be given to keeping all children and young people safe regardless of their age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation.
- Some children and young people have additional vulnerabilities because of the impact of discrimination, previous experiences, their level of dependency, communication needs or other issues.

Practice

Carlisle Eden Mind will meet its commitment to keeping children and young people safe by:

- Listening to children and respecting them.
- Nominating a lead person for safeguarding and identifying a member of the Trustee Board to have oversight of this policy and the operation of procedures and take lead responsibility for safeguarding at the highest level in the organisation.
- Writing, reviewing and keeping up to date detailed safeguarding procedures.
- Making sure all staff and volunteers understand and follow the safeguarding procedures and what this means in practice in relation to protecting children and young people.
- Ensuring children, young people and their families know about the organisation's safeguarding policies and procedures and what to do if they have a concern.
- Building a safeguarding culture where staff, volunteers and children know how they are expected to behave and feel comfortable about sharing concerns.

Procedures for protecting children and young people

Introduction

This procedure applies to all staff and volunteers in Carlisle Eden Mind irrespective of whether they work directly with children and young people or not.

This procedure must be followed if there are any concerns about a child's or young person's safety and wellbeing.

Procedure

All staff and volunteers are expected to follow this procedure.

- If someone is concerned about a child's welfare, they must immediately inform the nominated child safeguarding lead or their deputy.
- Any concerns must be kept confidential and should not be discussed with anyone other than the safeguarding lead, who should act upon that information by making an immediate referral to Cumbria Safeguarding Hub.
- It is noted that reporting concerns helps children's services build an overall picture of the child's life and the support they or their family may need.
- If a child tells a staff member or volunteer that they are experiencing abuse, it is important that they are reassured that they have done the right thing in disclosing this information. All staff members and volunteers should make sure that the child or young person is informed that abuse is never their fault.
- If informed of abuse the staff member or volunteer must never promise a child that they will keep the things, they are relating secret.
- The staff member or volunteer should always explain to the child or young person that the information will need to be shared with someone who will be able to help.

Recording Information

- The nominated safeguarding lead should make a record of the conversation held with reporting individual and should also make a record of the conversation they have with Cumbria Safeguarding Hub.

- This note should be held securely in electronic form in accordance with overall requirements of Carlisle Eden Mind and relevant legislative requirements with regard to recording and protecting information.
- Information should only be shared with people who need to know both within and outside the organisation.

Miscellaneous

Training

- All staff and volunteers will be required to undertake training in Awareness of Safeguarding and Child Protection (Level 1)
- Nominated Safeguarding Leads are required to undertake Designated Safeguarding Children Lead training (Level 3)
- It is anticipated that all staff and volunteers will undertake refresher training on an annual basis.

Policy and Procedures Review

This Policy statement and procedures will be subject to annual review and necessary updating in accordance with normal practice for such review.

Contact Information

Any staff member or volunteer or child or young person wishing to disclose information or pass on information provided by a child must contact.

1. Nominated Safeguarding Lead - Gabby Stephenson, Services Manager tel: 07474777429

or in their absence

2. Nominated Deputy Safeguarding Lead - Michael Boaden Chief Operating Officer tel: 07474801723

Remember If you think a child is in immediate danger don't delay – call the Police on 999.

In the absence of both nominated Leads concerns should be reported direct to Cumbria Safeguarding Hub on 0333 240 1727 (during normal office hours) or 0300 373 2724 (outside of normal office hours).

Further information is available at www.cumbriasafeguardingchildren.co.uk.

APPENDIX ONE – Examples of Child Abuse and Neglect

Children can experience more than one type of abuse which can have serious and long-lasting impacts on their lives.

The list below is based upon guidance published by NSPCC. More information can be found at www.nspcc.org.uk

- Child neglect – occurs when a child’s basic physical and psychological needs are not met.
- Child sexual abuse (CSA) – occurs when a child is forced or persuaded to take part in sexual activities. This may involve physical contact or non-contact activities and can happen online or offline.
- Child sexual exploitation – a form of CSA that occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person into sexual activity.
- Physical abuse - deliberately hurting a child and causing physical harm.
- Domestic abuse - being exposed to domestic abuse in childhood is child abuse. Children and young people may experience domestic abuse both directly and indirectly.
- Emotional abuse - is the ongoing emotional maltreatment of a child, which can have a severe and persistent negative effect on the child’s emotional health and development.
- Harmful sexual behaviour (HSB) - is developmentally inappropriate sexual behaviour displayed by children and young people which is harmful or abusive.
- Bullying - when individuals or groups seek to harm, intimidate, or coerce someone who is perceived to be vulnerable.
- Online abuse - any type of abuse that happens on the internet, facilitated through technology like computers, tablets, mobile phones and other internet-enabled devices.
- Female Genital Mutilation (FGM) - is the partial or total removal of the external female genitalia for non-medical reasons. It is also known as female circumcision or cutting.
- Child trafficking and modern slavery – involves recruiting, moving, receiving, and harbouring children for the purpose of exploitation.

- Sexting - in relation to children and young people is when people share a sexual message and/or a naked or semi-naked image, video or text message with another person.
- Peer-on-Peer Sexual Abuse - is a form of Harmful Sexual Behaviour where sexual abuse takes place between children of a similar age or stage of development.
- County Lines - is criminal exploitation where urban gangs persuade, coerce or force children and young people to store drugs and money and/or transport them.

APPENDIX TWO – Procedure to report concerns about welfare of Child or Young Person

Remember If you think a child is in immediate danger don't delay – call the Police on 999.

1. If concerned about a child's welfare, you must immediately inform the nominated safeguarding lead or their deputy.
2. Any concerns must be kept confidential and should not be discussed with anyone other than the safeguarding lead, who should act upon that information by making an immediate referral to Cumbria Safeguarding Hub.
3. If informed of abuse the staff member or volunteer must never promise a child that they will keep the things, they are relating secret.
4. The nominated safeguarding lead should make a record of the conversation held with reporting individual and should also make a record of the conversation that they have with Cumbria Safeguarding Hub.
5. These notes should be held securely in electronic form in accordance with overall requirements of Carlisle Eden Mind and relevant legislative requirements with regard to recording and protecting information.
6. Information should only be shared with people who need to know both within and outside the organisation.
7. If allegations are made that relate to conduct of a staff member, volunteer or another user of Carlisle Eden Mind services the issue must be reported to the Chief Operating Officer at the earliest opportunity so that this can be examined in the context of policies relating to allegations of misconduct by staff or volunteers and service operation where applicable.

At all times staff and volunteers must:

- Practice excellent listening skills including ensuring that the child or young person has full attention with open and encouraging body language, which demonstrates empathy and kindness at all times.

- Acknowledge the difficulty that the child or young person may have in speaking about these matters, allow silences, pauses and do not force the child to talk but allow conversation to emerge at their pace.
- Reflect back what is said using the child's own words if possible and demonstrate interest and concern at all times.
- Reassure the child or young person reporting abuse that they have done the right thing in disclosing the abuse.
- Make certain that the child or young person is informed that abuse is never their fault.