



Safeguarding and Child Protection Policy

Mission Statement

At LIFEbeat we believe that everyone has the right to live free from abuse of any kind.

We have a responsibility to keep children and adults safe and we are committed to protecting children and adults in all of our activities. We will do everything in our power to ensure children and adults who come into contact with LIFEbeat, in any capacity, are safeguarded.

This policy applies to all trustees, employees and volunteers (referred to collectively in this policy as "staff") working for LIFEbeat and is based on the following principles:

- Safeguarding and promoting well-being and welfare means protecting the rights of adults to live in safety, free from abuse and neglect and protecting children from maltreatment; preventing impairment of health or development; ensuring they are growing up in circumstances consistent with the provision of safe and effective care; and taking action to enable them to have the best outcomes
- The welfare of children and adults is paramount
- A child is anyone under the age of 18
- All people, regardless of age, ability, gender, racial heritage, religious belief, sexual orientation, culture or identity, have a right to equal protection from all types of harm or abuse and no person or group of people should be treated less favourably than others in being able to access services which meet their particular needs;
- Some children and adults are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues;
- Working in partnership with children and parents, carers and other agencies where relevant is essential in promoting their welfare.
- Children and parents will be informed of the policy and procedures as appropriate
- All concerns, and allegations of abuse will be taken seriously by trustees, staff and volunteers and responded to appropriately. If the alleged victim is a child this may require a referral to children's social care services, the independent Local Authority Designated Officer (LADO) for allegations against staff, trustees and other volunteers, and in emergencies, the police
- We have a commitment to safer recruitment, selection and vetting that include checks into the eligibility and the suitability of all trustees, staff and volunteers who have direct or indirect contact with children; in the case of trustees, because of their position within the charity, whenever there is a legal entitlement to obtain a Disclosure & Barring Service (DBS) check in respect of such a trustee, this goes beyond circumstances where the trustee comes into contact with children
- We have a complaints procedure which is an open and well publicised way in which adults and children can voice concerns about unacceptable and/or abusive behaviour towards children

The safeguarding policy should be read in conjunction with all other relevant policies and procedures including (but not limited to) the health and safety policy, the safer recruitment policy, the social media policy, the staff manual, procedures for visitors to camps and other LIFEbeat events.

Scope of the Policy

This policy has been developed in accordance with the requirements and principles established by the relevant legislation and statutory guidance and sets out the responsibilities of those who work for LIFEbeat, including trustees, employees and volunteers.

We will treat any breach of this policy very seriously. For those who work for us, failure to follow this policy could lead to disciplinary action, which may ultimately result in dismissal. For those who work with us, we reserve the right to immediately terminate your contract and, for trustees, to require you to immediately cease being a trustee.

All concerns and allegations of abuse will be taken seriously.

The purpose of this policy is to:

- Protect children and adults who come into contact with LIFEbeat in the course of its work;
- Inform everyone we work with, including children, and the general public of our overarching principles in relation to safeguarding;
- Provide all trustees, staff and volunteers with the overarching principles and procedures that guide our approach to safeguarding.

If you are unsure what this policy means, or how it relates to you, please contact the Designated Safeguarding Lead.

Code of Conduct

We will seek to keep children and adults safe by:

- Valuing them, listening to and respecting them
- Keeping them at the centre of everything we do
- Adopting safeguarding and child protection practices through procedures and policies for staff and volunteers
- Providing effective management for staff and volunteers through supervision, support and training
- Learning from practice and sharing learning about safeguarding and child protection with staff and volunteers
- At camps there will be no intimate relationships between staff/volunteers and youth
- Rule of three or more (never be alone with youth out of sight of other people)
- Staff will never show favouritism to any one young person
- Other than high fives and fist bumps staff will never initiate physical contact with youth. If a hug is initiated by youth the staff member will respond briefly, with minimum contact
- At camps staff will never allow youth into their sleeping space
- At camps staff will never go into a youth's tent (except in the case of an emergency)
- At camps staff will never allow nudity and will always be appropriately dressed, being mindful of potentially offensive slogans/comments on clothing
- Staff will never keep secrets with youth
- At camp massage classes staff will not trade massages with youth. Youth should massage youth, the leader should massage adult staff by agreement.
- At camps staff will refrain from swearing and will not use drugs or alcohol
- There will be no sharing of personal details, including phone numbers or social media details with youth
- There will be no post-camp one-to-one contact between staff and youth
- At camps staff will never discuss sexual activities
- At camps staff will not give lifts to young people in their cars unless agreed by the LIFEbeat management team
- Staff will always establish a caring but professional set of boundaries with young people

Safeguarding roles at LIFEbeat

All those who work for or with LIFEbeat share the responsibility for safeguarding children and adults but there are individuals within the organisation with specific safeguarding and child protection responsibilities.

Director and Designated Safeguarding Lead: Lucy Sicks lucy@lifebeat.co.uk / 07770440453	Trustee with responsibility for safeguarding: Peter Wozny pwozny@brownrudnick.com / 07584 164 307
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The Camp Director of each camp will be the Safeguarding Lead for the camp. This will be made clear to all staff.

Understanding and recognising abuse

The categories of abuse for children and adults are different. We define abuse in its widest possible terms i.e. as treatment that causes harm to a child or adult. The protection of children and adults is our shared responsibility and if you have any concerns a child or adult at a camp is being maltreated, or you have safeguarding concerns about the behaviour of another member of staff or someone working with or for LIFEbeat, do something about it, by following the flow charts set out below.

Remember

It is better to err on the side of caution and get it wrong than do nothing and then something happens to that child/adult.

For further information on local procedures look at your Local Safeguarding Children Board website for relevant information.

What you should do to safeguard children and adults

You must:

- Be aware of situations which may present risks to children and adults;
- Assess, plan and organise your work so as to minimise these risks;
- Always be visible to others when working with children. There should never be a situation in which anyone employed by, volunteering with, or working with LIFEbeat in any way is alone with a child (refer to the code of conduct and the rule of three);
- Sign up to the safeguarding policy, as a requirement of your contract.

The reporting process

If you have a safeguarding concern about a child or adult, or a child or adult makes a disclosure of possible abuse to you – **follow Flowchart One**

If you have a safeguarding concern, or wish to make an allegation about a member of LIFEbeat staff, or equivalent, abusing a child or adult – **follow Flowchart Two**

What to do if you have a safeguarding concern

Flowchart One

Safeguarding at Camps

Staff member has a safeguarding concern about a child/adult, or a child or adult makes a disclosure of possible abuse



Inform the Camp Director, who is the safeguarding lead. In the case of a disclosure, if it concerns a child, make it clear you cannot keep the information confidential. Also, complete a safeguarding concern report form



The Camp Director will address the issue, in consultation with Lucy Sicks, LIFEbeat designated safeguarding lead and complete the safeguarding concern report form



If necessary the Camp Director will contact the relevant children's social care department, or Local Adults Safeguarding Board for advice and and complete the safeguarding concern report form

Flowchart Two

General safeguarding , not in relation to a concern during a camp

Staff member has a safeguarding concern about a child/adult, or a child or adult makes a disclosure of possible abuse



Inform the desingated safeguarding lead, or in their absence the deputy. In the case of a disclosure, if it concerns a child, make it clear you cannot keep the information confidential. Also, complete a safeguarding concern report form



If necessary the desingated safeguarding lead will contact the relevant children's social care department, or Local Adults Safeguarding Board for advice and will also and complete the safeguarding concern report form

Flowchart Three

Concern/allegation about a member of staff or someone working on LIFEbeat's behalf abusing a child



Inform designated safeguarding lead, in their absence deputy designated safeguarding lead, unless the allegation is about this person, in which case inform most senior person not implicated and complete a safeguarding concern report form



The person to whom this information has been given makes contact with the Local Authority Designated Officer (LADO) for advice and guidance and documents actions on the safeguarding concern report form

Escalating Concerns

It is important to note that if you raise a safeguarding concern or pass on an allegation, you have a responsibility to ensure your concern is addressed to your satisfaction.

Therefore, if you feel that your concern has not been addressed to your satisfaction you should escalate the matter to the director with responsibility for safeguarding and then, if necessary, to the trustee with responsibility for safeguarding.

Staff Training

All staff will receive annual safeguarding training proportionate to their role.

Legal issues

Information Sharing & Confidentiality

[You can never guarantee confidentiality to a child. Information should always be shared if you think a child is suffering, or likely to suffer, maltreatment.](#)

The protection of children takes precedence over other legal rights. Please be assured that as long as information is shared in an appropriate manner and in good faith, the law will protect you. You should ensure that the information you share is necessary for the purpose for which you are sharing it, is shared only with those individuals who need to have it, is accurate and shared promptly.

For further guidance see your Local Safeguarding Children Board Information Sharing Protocol and the statutory guidance on information sharing.

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419628/Information_sharing_advice_safeguarding_practitioners.pdf

Serious Incidents

It is a requirement of the Charity Commission that all charities inform them of serious incidents that may occur. The Charity Commission defines a serious incident as “an adverse event, whether actual or alleged, which results in or risks significant:

- Loss of your charity’s money or assets
- Damage to your charity’s property
- Harm to your charity’s work, beneficiaries or reputation”¹

It is the responsibility of the trustees to report a serious incident. More details can be found on the Charity Commission website.

<https://www.gov.uk/guidance/how-to-report-a-serious-incident-in-your-charity#what-to-report>

Finally

The safeguarding policy will be reviewed, approved and endorsed by the board of trustees annually or when legislation changes.

¹ <https://www.gov.uk/guidance/how-to-report-a-serious-incident-in-your-charity>

Appendix One

Definitions

“Safeguarding” and “Child Protection”

In terms of adults The Care Act 2014 defines adult safeguarding as “protecting a person’s right to live safely, free from abuse and neglect”. The trustees of LIFEbeat recognise their responsibilities to safeguard adults who work with them.

In terms of children, the definition of safeguarding is broader and is set out in “*Working Together to Safeguard Children 2018 - A guide to inter-agency working to safeguard and promote the welfare of children*”. This is the statutory guidance that sets out the legislative requirements and expectations of individual services to safeguard and promote the welfare of children.

Working Together to Safeguard Children 2018 does not separate safeguarding and promoting the welfare of children. This is the definition:

- Protecting children from maltreatment;
- Preventing impairment of children’s health or development;
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and
- Taking action to enable all children to have the best outcomes

Separate to safeguarding children is “child protection”. Child protection is defined in the Children Act 1989 as where there is “reasonable cause to suspect a child is suffering, or is likely to suffer, significant harm”. The Children Act 1989 introduced significant harm as the threshold that justifies compulsory intervention in family life in the best interests of children. Physical abuse, sexual abuse, emotional abuse and neglect are all categories of significant harm. Harm is defined as the ill treatment or impairment of health and development.

In simple terms, safeguarding is the overall well-being of the child and every professional and every organisation is responsible for the safeguarding of children. Within that there is child protection, when it is thought a child is either being maltreated or is at risk of maltreatment.

Age of a Child

A child becomes an adult in law at 18 in the UK, this is in line with the United Nations Convention on the Rights of the Child. Many people use the term “young people” but there is no legal definition for the age of a “young person”. 16 and 17 year olds are children, in legal terms.

Local Authority Designated Officer (LADO)

The role of the LADO is set out in *Working Together to Safeguard Children 2018* and is governed by the local authorities duties under section 11 of the Children Act 2004.

The LADO must be contacted within one working day in respect of all 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.

There may be up to three strands in the consideration of an allegation:

- A police investigation of a possible criminal offence;
- Enquiries and assessment by children’s social care about whether a child is in need of protection or in need of services;
- Consideration by an employer of disciplinary action in respect of the individual.

Regulated Activity

The new definition of regulated activity in relation to children comprises, in summary:

- i. Unsupervised activities: teach, train, instruct, care for or supervise children, or provide advice/guidance on well-being, or drive a vehicle only for children;
- ii. Work for a limited range of establishments ('specified places'), with opportunity for contact: e.g. Schools, children's homes, childcare premises. Not work by supervised volunteers;

Work under (i) or (ii) is regulated activity only if done regularly²

The definition of Regulated Activity for adults defines the activities provided to any adult as those which, if any adult requires them, will mean that the adult will be considered vulnerable at that particular time. These activities are: the provision of healthcare, personal care, and/or social work; assistance with general household matters and/or in the conduct of the adult's own affairs; and/or an adult who is conveyed to, from, or between places, where they receive healthcare, relevant personal care or social work because of their age, illness or disability.

The position of trustee of a vulnerable groups' or children's charity is not a regulated activity in itself. It is only if trustees have close contact with these vulnerable beneficiaries that they would fall within the scope of regulated activity and be eligible to obtain an enhanced DBS check and barred list check. A trustee of a charity who no longer falls within the definition of regulated activity would be eligible to obtain an enhanced DBS check (but without a barred list check)³.

²https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/550197/Regulated_activity_in_relation_to_children.pdf

³ <https://www.gov.uk/government/publications/safeguarding-children-and-young-people/safeguarding-children-and-young-people#endnote>

Appendix Two

Categories of Abuse

Child Abuse

The categories of abuse of children are set out in the statutory guidance *Working Together to Safeguard Children 2018* and are as follows:

Physical Abuse

A form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

Emotional Abuse

The persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

Sexual Abuse

Involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse. Sexual abuse can take place online, and technology can be used to facilitate offline abuse. Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

Child sexual exploitation is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology.

Neglect

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. 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:

1. Provide adequate food, clothing and shelter (including exclusion from home or abandonment)
2. Protect a child from physical and emotional harm or danger
3. Ensure adequate supervision (including the use of inadequate care-givers)
4. Ensure access to appropriate medical care or treatment

It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

Although not specifically a category of abuse extremism is something we are very aware of at LIFEbeat. As set out in *Working Together to Safeguard Children 2018* "Extremism goes beyond terrorism and includes people who target the vulnerable – including the young – by seeking to sow division between communities on the basis of race, faith or denomination; justify discrimination towards women and girls; persuade others that minorities are inferior; or argue against the primacy of democracy and the rule of law in our society. Extremism is defined in the Counter Extremism Strategy 2015 as the vocal or active opposition to our fundamental values, including the rule of law, individual liberty and the mutual respect and tolerance of different faiths and beliefs. We also regard calls for the death of members of our armed forces as extremist".

LIFEbeat recognises that child exploitation goes wider than sexual exploitation and that children can be groomed into criminal activity, often through gangs and often involved in selling drugs, known as 'County Lines'.

LIFEbeat recognises that female genital mutilation is a criminal offence in England because it is a form of abuse.

The NSPCC has a useful guide to the signs, symptoms and effects of maltreatment <https://www.nspcc.org.uk/preventing-abuse/signs-symptoms-effects/>

Adult Abuse

There are ten categories of abuse for adults:

- Physical abuse
- Domestic violence or abuse
- Sexual abuse
- Psychological or emotional abuse
- Financial or material abuse
- Modern slavery
- Discriminatory abuse
- Organisational or institutional abuse
- Neglect or acts of omission
- Self-neglect

For details of types of each kind of abuse and possible indicators, see the following link: <https://www.scie.org.uk/safeguarding/adults/introduction/types-and-indicators-of-abuse>