



Safeguarding Children Policy

Section 1

This policy covers all aspects of our work with children across the organisation other than Education and Training, which has its own policy, School Safeguarding Policy, to ensure accrediting standards set by OFSTED.

1.1 Introduction

This policy applies to all staff, including managers, the board of trustees, paid staff, volunteers, sessional workers, agency staff, contractors, students, or anyone working on behalf of Yorkshire Children's Centre.

The purpose of this policy is:

- To safeguard and promote the welfare of children and young people who receive Yorkshire Children's Centre Services. This also includes the children of adults who engage in our services and children who are visiting our buildings.
- To provide staff and volunteers with the overarching principles that guide our approach to safeguarding and child protection.
- To ensure staff and volunteers are aware of procedures and their responsibilities when a safeguarding issue arises.
- To provide a safe place for members of our community to disclose safeguarding concerns or seek advice and guidance.

Safeguarding and promoting the welfare of children is defined for the purposes of this policy as:

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

The policy and its procedures are compliant with:

- West Yorkshire Consortium Safeguarding Children Procedures
- "Working Together to Safeguard Children" (2018)
- What to do if you are worried a child is being abused (2015)

This policy should be read alongside our policies and procedures, stored on Staff Squared:

- YCC HR Guide- Policies
- YCC Equality and Diversity Policy
- YCC Domestic Abuse Policy
- YCC Data Protection Policy



- YCC Record, Retention, and Disposal Policy
- YCC Complaints Policy
- YCC Health and Safety Policy

1.2 Commitment to Safeguarding Children

Yorkshire Children's Centre believes that a child or young person should never experience abuse of any kind. We have a responsibility to promote the welfare of all children and young people and to keep them safe. Everyone working in our organisation shares an objective to help keep children and young people safe by contributing to:

- Providing a safe environment, with a highly trained child centred workforce.
- Being proactive in identifying children and young people who are suffering or likely to suffer significant harm and taking appropriate action at the earliest opportunity.
- Always taking a considered and sensitive approach in order that we can support our children and young people. While recognising their fundamental right to be protected from harm and exploitation.

1.3 Co-ordinated approach – safeguarding is everyone's responsibility.

Everyone who works with children has a responsibility for keeping them safe. If children and families are to receive the right help at the right time, everyone who comes into contact with them has a role to play in identifying concerns, sharing information, and taking prompt action. To support our workforce and ensure our co-ordinated response to safeguarding children, YCC have a safeguarding team responsible for leading, coaching and advising in all matters relating to the safeguarding and wellbeing of children.

YCC Safeguarding Team

Designated Safeguarding Lead	Deputy Safeguarding Lead	Safeguarding Trustee
Catherine McKenzie Christine Rhodes	Lindsey Hammil-Evans Qazafi Munir	Emma Clough

1.4 Commitment to training

Yorkshire Children's Centre are committed to the training and development of all staff to ensure we have a child centred workforce that can identify and meet the safeguarding needs of all children. Yorkshire Children's Centre are committed to being reflective upon safeguarding practice and identifying continued and ongoing training needs in line with best practice, legislation and need within the communities we serve.

1.5 Confidentiality and Information Sharing

Yorkshire Children's Centre are committed to working with parents, carers, and others positively, openly, and honestly. We ensure that everyone is treated with respect, dignity, and courtesy. We respect people's right to privacy and confidentiality and will not share sensitive information unless we have permission, or it is necessary to do so to protect a child or young person (in accordance with Local Safeguarding Children Procedures).

1.5 Record keeping

Yorkshire Children's Centre are committed to keeping accurate and factual records of all Safeguarding concerns. Any records kept in relation to safeguarding concerns for a child at risk will be kept securely and confidentially in an agreed place, which is compliant with GDPR. Records must be factual, accurate and clearly written in black ink or typed, with a legible date, time and signature and will be stored in line with retention periods.

1.7 Review

We are committed to reviewing our policy procedures annually and following national or local changes. Practice is critically reflected upon following safeguarding concerns, in team meetings, leadership team meeting and in staff supervision.

This policy was last reviewed on 11th May 2021.

Signed *S. Labetie* Chair of Trustees

Signed *E. Reed* Designated Safeguarding Trustee

E. Clough