

## Children's Safeguarding Policy for E<sup>2</sup>

### Young Engineers Rugby & Daventry

Young Engineers Rugby & Daventry abides by the duty of care to safeguard and promote the welfare of children and young people and is committed to safeguarding practice that reflects statutory responsibilities, government guidance and complies with best practice requirements.

- We recognise the welfare of children is paramount in all the work we do and in all the decisions we take
- All children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation has an equal right to protection from all types of harm or abuse
- Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare

#### **Children with Special Educational Needs (SEN), Disabilities, or Health Conditions**

We recognise that children with special educational needs (SEN), disabilities, or certain health conditions may be at increased risk of abuse and neglect. Additional barriers can exist when recognising abuse and neglect in this group of children.

These barriers may include, but are not limited to:

- Assumptions that indicators of possible abuse (such as behaviour, mood, or injury) relate to the child's condition rather than a safeguarding concern
- Communication difficulties, including limited verbal communication or different ways of expressing distress
- Reduced independence or increased reliance on adults for personal care
- Social isolation or fewer opportunities to disclose concerns
- Differences in understanding what constitutes appropriate or inappropriate behaviour

At our setting, we are committed to ensuring that all children, including those with SEN, disabilities, or health conditions, are safeguarded effectively. We will:

- Ensure all staff receive appropriate training to understand the specific needs and vulnerabilities of these children
- Take all concerns seriously and not make assumptions based on a child's condition or needs
- Use appropriate communication methods to enable children to express their views, wishes, and feelings



- Work closely with parents/carers and other professionals involved in the child's care
- Maintain clear and accurate records of any concerns
- Provide additional support where needed to ensure children feel safe and able to communicate

We recognise the importance of a multi-agency approach and will liaise with relevant professionals to ensure that safeguarding concerns are identified and addressed promptly.

## **Purpose:**

**Young Engineers Rugby & Daventry** will:

- Protect children and young people who receive Young Engineers Rugby & Daventry's services from harm
- This includes the children of adults who use our services
- Provide staff and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to child protection

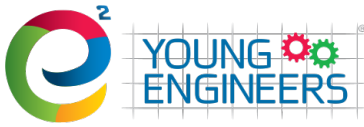
This policy applies to anyone working on behalf of **Young Engineers Rugby & Daventry**, including senior managers and the board of trustees, paid staff, volunteers, sessional workers, agency staff and students. Failure to comply with the policy and related procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation.

## **Definitions:**

The Children Act 1989 definition of a child is: anyone who has not yet reached their 18th birthday, even if they are living independently, are a member of the armed forces or is in hospital.

Child and Adult Abuse: Children and adults may be vulnerable to neglect and abuse or exploitation from within their family and from individuals they come across in their daily lives. There are 4 main categories of abuse, which are: sexual, physical, emotional abuse, and neglect. It is important to be aware of more specific types of abuse that fall within these categories, they are:

- Bullying and cyberbullying
- Child sexual exploitation
- Child Criminal exploitation
- Child trafficking
- Domestic abuse
- Female genital mutilation



- Grooming
- Historical abuse
- Online abuse

Safeguarding children: Safeguarding children is defined in Working Together to Safeguard Children 2018 as:

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

### **Opportunities for Children to Report Concerns (Child Voice)**

We recognise that it is essential for children to feel safe, listened to, and able to share any concerns they may have.

We ensure that children have clear, accessible ways to report worries, concerns, or experiences of abuse. This is supported through:

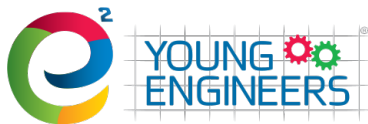
- Building trusting relationships between children and staff, particularly through the key person system
- Creating an open and supportive environment where children feel confident to talk
- Regularly reminding children that they can speak to any trusted adult
- Ensuring staff are approachable, attentive, and responsive to children's verbal and non-verbal communication
- Using age-appropriate methods of communication (e.g. visual aids, play-based discussions, or alternative communication tools where needed)
- Providing opportunities for children to express their views and feelings during activities and routines

All disclosures or concerns raised by children will be taken seriously, listened to carefully, and acted upon in line with safeguarding procedures.

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### **Managing Concerns About Adults (Allegations Against Staff, Volunteers, and Other Adults)**

We recognise our duty to safeguard children and promote their welfare. This includes taking appropriate action where there are concerns about the behaviour of an adult working with children.



This section applies to all staff, volunteers, students, and any other adults working within or on behalf of the setting.

### **What constitutes a concern or allegation?**

A concern or allegation may arise where an adult 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
- Behaved towards a child or children in a way that indicates they may pose a risk of harm
- Behaved in a way (including outside of work) that raises concerns about their suitability to work with children

### **Procedure for Managing Concerns**

- Any concern about an adult must be taken seriously and reported immediately to the Designated Safeguarding Lead (DSL) or manager.
- If the concern involves the DSL or manager, it must be reported directly to the appropriate external authority.
- The setting will not investigate the allegation before consulting with the Local Authority Designated Officer (LADO).
- The LADO will be contacted within one working day for advice and guidance.
- All actions taken will be in line with local safeguarding partnership procedures.

### **Confidentiality**

- Information will be handled sensitively and shared only with those who need to know.
- The identity of the person making the allegation will be protected where possible.

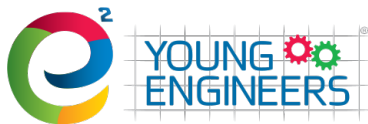
### **Support for Those Involved**

- The child involved will be supported and safeguarded throughout the process.
- The adult subject to the allegation will be treated fairly and supported, in line with employment law and procedures.

### **Recording**

- A clear and accurate record of the concern, including dates, times, and actions taken, will be kept securely.

### **Legal Framework:**



This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. A summary of the key legislation is available from [nspcc.org.uk/learning](http://nspcc.org.uk/learning).

**Young Engineers Rugby & Daventry** should have in place arrangements that reflect the importance of safeguarding and promoting the welfare of children and young people as well as vulnerable adults.

### **The Prevent duty:**

Some organisations in England, Scotland and Wales have a duty, as a specified authority under section 26 of the Counterterrorism and Security Act 2015, to identify vulnerable children and young people and prevent them from being drawn into terrorism. This is known as the Prevent duty. These organisations include:

- Schools
- Registered childcare providers
- Local authorities
- Police
- Prisons and probation services
- NHS trusts and foundations.
- Other organisations may also have Prevent duties if they perform delegated local authority functions.

Children can be exposed to different views and receive information from various sources. Some of these views may be considered radical or extreme.

Radicalisation is the process through which a person comes to support or be involved in extremist ideologies. It can result in a person becoming drawn into terrorism and is in itself a form of harm.

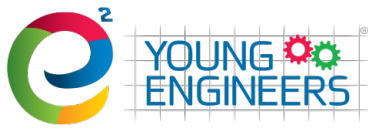
Extremism is vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs.

### **Training and Awareness:**

**Young Engineers Rugby & Daventry** will ensure an appropriate level of safeguarding training is available to its Trustees, Employees, Volunteers and any relevant persons linked to the organisation who requires it (e.g. contractors).

For all employees who are working or volunteering with children, this requires them as a minimum to have awareness training that enables them to:

- Understand what safeguarding is and their role in safeguarding children
- Recognise a child potentially in need of safeguarding and take action
- Understand how to report a safeguarding alert



- Understand dignity and respect when working with children
- Have knowledge of the Safeguarding Children Policy

Similarly, employees and volunteers may encounter concerns about the safety and wellbeing of an adult at risk of abuse. For more information about adults safeguarding, refer to Young Engineers Rugby & Daventry Adults Safeguarding Policy.

### **Confidentiality and Information Sharing:**

Young Engineers Rugby & Daventry expects all employees, volunteers and trustees to maintain confidentiality. Information will only be shared in line with the General Data Protection Regulations (GDPR) and Data Protection.

However, information should be shared with the Local Authority if a child is deemed to be at risk of harm or contact the police if they are in immediate danger, or a crime has been committed.

### **Recording and Record Keeping:**

A written record must be kept about any concern regarding an adult with safeguarding needs. This must include details of the person involved, the nature of the concern and the actions taken, decision made and why they were made.

All records must be signed and dated. All records must be securely and confidentially stored in line with General Data Protection Regulations (GDPR).

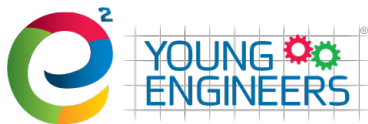
### **Safe Recruitment & Selection:**

We are committed to ensuring that all staff, volunteers, and adults working with children are suitable to do so. We follow robust safer recruitment procedures to deter and prevent unsuitable individuals from working with children.

Our recruitment and selection processes are carried out in line with statutory guidance, including Keeping Children Safe in Education (KCSIE), and relevant Early Years Foundation Stage (EYFS) requirements.

### **Recruitment Procedures Include:**

- Clear job descriptions and person specifications that emphasise safeguarding responsibilities
- Application forms that require full employment history and explanations for any gaps
- At least one formal interview, including questions relating to safeguarding and child welfare
- Verification of the applicant's identity and right to work in the UK



- Obtaining references, including from the most recent employer, before employment commences
- Verification of qualifications where relevant

### **Pre-Employment Checks:**

We ensure that all required checks are completed before an individual starts work. These include:

- Enhanced Disclosure and Barring Service (DBS) checks, including barred list checks where appropriate
- Prohibition checks where required (e.g. for teaching roles)
- Overseas checks, where applicable
- Health and suitability checks

We understand our responsibilities regarding when DBS checks are required and when they may be appropriate but not mandatory, and we act in accordance with current statutory guidance.

### **Ongoing Suitability:**

- Staff are required to disclose any changes that may affect their suitability to work with children
- Regular supervision and safeguarding training are provided
- We maintain a culture of vigilance to ensure ongoing safety

### **Volunteers and Visitors:**

- Risk assessments are carried out to determine the level of supervision required
- Volunteers who have unsupervised access to children will be subject to the same recruitment checks as staff
- All visitors are appropriately supervised and do not have unsupervised access to children unless suitability checks have been completed

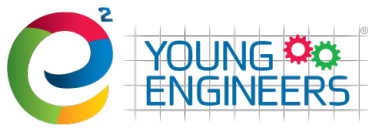
### **Single Central Record (where applicable):**

We maintain an accurate record of recruitment and vetting checks in line with statutory requirements.

### **Policy Links:**

This section should be read alongside our Child Protection and Safeguarding Policy and Managing Allegations Against Adults procedures.

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Young Engineers Rugby & Daventry is committed to safe employment and safe recruitment practices, that reduce the risk of harm to children from people unsuitable to work with them or have contact with them.

Young Engineers Rugby & Daventry has policies and procedures that cover the recruitment of all Trustees, employees and volunteers.

### **Social Media:**

All employees and volunteers should be aware of Young Engineers Rugby & Daventry social media policy and procedures and the code of conduct for behaviour towards the children we support.

### **Use of Mobile Phones and other Digital Technology:**

All employees, trustees and volunteers should be aware of Young Engineers Rugby & Daventry policy and procedures regarding the use of mobile phones and any digital technology and understand that it is unlawful to photograph children and young people without the explicit consent of the person with parental responsibilities.

### **Whistleblowing:**

It is important that people within Young Engineers Rugby & Daventry have the confidence to come forward to speak or act if they are unhappy with anything. Whistle blowing occurs when a person raises a concern about dangerous or illegal activity, or any wrong-doing within their organisation. This includes concerns about another employee or volunteer. There is also a requirement by Young Engineers Rugby & Daventry to protect whistle-blowers.

### **Visitors to the Setting**

We take all reasonable steps to ensure that visitors do not pose a risk to children.

#### **All visitors:**

- Must sign in on arrival and sign out when leaving
- Are supervised at all times and are not left alone with children unless appropriate checks have been completed
- Will be clearly identified (e.g. visitor badge where applicable)
- Are made aware of safeguarding expectations, including appropriate behaviour and reporting concerns

#### **Suitability and Checks:**

- Where visitors are attending on a regular basis or will have direct contact with children, we will assess whether safer recruitment checks are required (e.g. DBS checks)



- Evidence of identity and, where appropriate, DBS status may be requested and recorded
- We will carry out a risk assessment to determine the level of supervision required

#### **External Professionals:**

- Professionals (e.g. health workers, teachers, or support staff) are expected to provide appropriate identification on arrival
- We will verify their identity and purpose of visit before allowing access

#### **Safeguarding Responsibility:**

All visitors are expected to adhere to our safeguarding and child protection procedures. Any concerns about a child or adult must be reported to the Designated Safeguarding Lead (DSL) immediately.

#### **Important Contacts:**

**Senior Lead for Safeguarding** Name: Persida Daniela Pop Email address: [rugby.daventry@young-engineers.co.uk](mailto:rugby.daventry@young-engineers.co.uk) Telephone number:07783960643

**Trustee for Safeguarding** Name: Persida Daniela Pop Email address:[rugby.daventry@young-engineers.co.uk](mailto:rugby.daventry@young-engineers.co.uk) Telephone number:07783960643

**West Berkshire Council Contact Advice Assessment Service (CAAS) Triage** for all new concerns about a child – professional line 01635 503190 or public line 01635 503090 Mon-Thurs 8.30-5, Fri 8.30-4.30pm. Supplementary information to a telephone referral can be sent via email [child@westberks.gov.uk](mailto:child@westberks.gov.uk) however all new enquiries must be telephoned in the first instance.

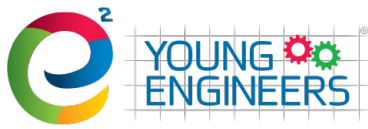
**West Berkshire Council Children's Services out of hours Emergency Duty Service** 24 hour, 7 days a week, including bank holidays **01344 351999**

**Local Area Designated Officer (LADO)** : 01635 503153 or [LADO@westberks.gov.uk](mailto:LADO@westberks.gov.uk)

**Police Emergency** – 999

**Police Non-emergency** – 101

**NSPCC Helpline** 0808 800 5000



Written in accordance with the Statutory Framework for the Early Years Foundation Stage (2021): Safeguarding and Welfare requirements: Child Protection [3.4-3.8] and Suitable People [3.9-3.13].