

1/29/2024

# Safeguarding and Child Protection Policy



Grief support for children and young  
people in Oxfordshire



## Contents

Introduction and Statement .....	1
Legal Framework .....	1
Organisational Policies and Procedures .....	2
Purpose of Policy .....	2
Roles and Responsibilities .....	2
Safer Recruitment .....	3
Monitoring and Review .....	3

## Introduction and Statement

SeeSaw recognises its duty of care to safeguard children as detailed under the Children Acts' 1989 and 2004 and Working Together to Safeguard Children 2015.

SeeSaw is fully committed to safeguarding and protecting the welfare of all children and taking all reasonable steps to promote safe practice and protect children from harm, abuse and neglect.

SeeSaw acknowledges its duty to act appropriately with regards to any allegations towards anyone working on its behalf, or towards any disclosures or suspicion of abuse.

SeeSaw believes that:

- The welfare of all children and young people is paramount
- All children, regardless of age, ability, gender, racial heritage, religious or spiritual beliefs, sexual orientation and /or identity, have the right to equal protection from 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, their parents, carers and other agencies is essential in promoting young people's welfare

## Legal Framework

This policy has been developed in accordance with the principles established by the following legislation and guidance:

- Children Act 1989
- United Nations Convention on the Rights of the Child 1991
- Children Act 2004
- Equality Act 2010
- Children and Families Act 2014
- Special educational needs and disability (SEND) code of practice: 0 to 25 years
- Working Together to Safeguard Children 2018
- What to do if you are worried a Child is being Abused 2015
- Keeping Children Safe in Education 2021
- Oxfordshire Safeguarding Children Board guidelines

This policy applies to all paid staff, the board of trustees, volunteers and contractors or anyone acting in a position of trust for SeeSaw.

A child is defined as a person under the age of 18 (The Children's Act 1989). In this policy the use of the word child will refer to all children and young people up to, and including, the age of 18.

## Organisational Policies and Procedures

This policy should be read alongside the following organisational policies and guidance:

- Child protection and safeguarding procedures
- Information Security policy
- Health and safety policy
- Clinical Risk policy
- Guidance on phone and video work
- Volunteer Support Worker handbook

## Purpose of Policy

The purpose of this policy is to:

- protect children and young people who receive SeeSaw's services. This includes children of adults who use our services.
- provide all those in a position of trust with the overarching principles that guide our approach to safeguarding and child protection.

To keep children safe SeeSaw will:

- provide a service where children feel listened to, safe, secure, valued and respected.
- appoint a Designated Safeguarding Lead for children and ensure a clear line of accountability with regards to safeguarding concerns
- ensure all those in a position of trust have been provided with up to date and relevant information, training, support and supervision to enable them to fulfil their role and responsibilities in relation to safeguarding and child protection.
- provide a clear procedure to follow when safeguarding and child protection concerns arise.
- ensure effective and appropriate communication between all individuals in a position of trust.
- build strong partnerships with other agencies to promote effective and appropriate multi-agency working, information sharing and good practice.

## Roles and Responsibilities

All individuals in a position of trust must:

- Understand the different types of abuse and recognize the possible risks and indicators.
- Understand their responsibility to report any concerns that a child is being, or is at risk of being, abused or neglected. This includes reporting any concern they may have regarding another person's behaviour towards a child or children.
- If appropriate, liaise with other agencies, contribute to safeguarding assessments and attend child protection meetings / core groups / conferences.
- Record and store information legally, professionally and securely in line with organisational policies and procedures

- Undertake the required level of training for their role in line with Oxfordshire Safeguarding Children Board standards, every 3 years for Generalist and Advanced Safeguarding and every 2 years for Designated Leads.
- Understand the line of accountability for reporting safeguarding concerns and be fully aware of the organisation's safeguarding lead and their role within the organisation.

Name of Designated Safeguarding Lead: Judith Mulligan, Work mobile: 07732 494376

Name of Deputy Designated Safeguarding Lead: Helen Priscott, Work mobile: 07732 494373

All individuals working in a position of trust at SeeSaw will follow the Oxfordshire Safeguarding Children Board Procedures/Local Authority guidance in all cases of abuse, or suspected abuse (these can be found at [www.OSCB.org.uk](http://www.OSCB.org.uk)).

SeeSaw's board of Trustees is ultimately accountable for ensuring services provided by SeeSaw are safe, including the implementation of effective safeguarding procedures.

This policy is available to all and can be accessed at on our website at [www.seesaw.org.uk](http://www.seesaw.org.uk)

## Safer Recruitment

Safe recruitment is central to the safeguarding of children and young people. SeeSaw takes seriously its duty to safeguard the children and young people we work with and promote their welfare. We have adopted safe recruitment and selection procedures which prevent unsuitable persons from gaining access to children.

- As an organisation working regularly with children and young people, we select staff and volunteers carefully to ensure they do not pose a threat to the children and young people they are working with.
- We have good Child Protection policies and procedures in place, which are regularly reviewed and updated.
- We ask questions to test their suitability to work with children and young people.
- We undertake checks on candidates to verify they are suitable, and in some cases qualified, to work with children and young people.
- We monitor staff and volunteers regularly to ensure they are working within the safeguarding procedures.

## Monitoring and Review

The policy will be reviewed regularly. All individuals in a position of trust should have access to this policy and sign to the effect that they have read and understood its contents.

**This policy and procedures were agreed by SeeSaw's Board of Trustees on 25-07-22**  
**Reviewed and agreed: 29<sup>th</sup> January 2024**  
**Next review by: July 2025**