



## Ommaysing Me ~ Safeguarding and Child Protection Policy

**At OmmaySing Me we prioritise the emotional health and welfare of the children that attend our clubs, events and programmes. We are Flick safe guarded and DBS enhanced on the update service.**

OmmaySing Me acknowledges the duty of care to safeguard and promote the welfare of children and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and requirements. The policy recognises that the welfare and interests of children are paramount in all circumstances. It aims to ensure that regardless of age, ability or disability, gender reassignment, race, religion or belief, sex or sexual orientation, socio-economic background, all children • have a positive and enjoyable experience of sport at [the name of the organisation] in a safe and child centred environment • are protected from abuse whilst participating in [the activity provided by the organisation] or outside of the activity. OmmaySing Me acknowledges that some children, including disabled children and young people or those from ethnic minority communities, can be particularly vulnerable to abuse and we accept the responsibility to take reasonable and appropriate steps to ensure their welfare.

As part of our safeguarding policy OmmaySing Me will

- promote and prioritise the safety and wellbeing of children and young people
- ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people
- ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern
- ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored
- prevent the employment/deployment of unsuitable individuals
- ensure robust safeguarding arrangements and procedures are in operation.

The policy and procedures will be widely promoted and are mandatory for everyone involved in OmmaySing Me.

## Introduction and Statement

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

OMMAYSING ME 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.

OMMAYSING ME 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.

OMMAYSING ME 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 2015
- What to do if you are worried a Child is being Abused 2015
- Keeping Children Safe in Education 2016

Safeguarding Children Board Brighton <https://www.brightonandhoveiscb.org.uk/> guidelines This policy applies to all staff, including senior managers, committee members/board of trustees, paid staff, volunteers and sessional workers, agency staff, students or anyone in a position of trust. A child is defined as a person under the age of 18 (The Children's Act 1989).

## Purpose of Policy

The purpose of this policy is to:

- protect children and young people who receive OMMAYSING ME 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 OMMAYSING ME will:

- provide a setting 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 multiagency working, information sharing and good practice.

## Roles and Responsibilities

At OMMAYSING ME WE:

- Understand the different types of abuse and recognise 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.
- Never give out personal details or follow children online
- We never take sole responsibility for a child
- Always behave appropriately and professionally
- Listen to and respect childrens views never patronising beliefs
- OmmaySing Me prioritises childrens welfare
- 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 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 Safeguarding Lead: Laura Topper .

All individuals working in a position of trust at OMMAYSING ME will follow the 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)). The Management Committee is ultimately accountable for ensuring settings provided by ORGANISATION NAME are safe, including the implementation of effective safeguarding procedures. This policy is available to all and can be accessed at [WWW.OMMAYSINGME.COM](http://WWW.OMMAYSINGME.COM)

## Safer Recruitment

Safe recruitment is central to the safeguarding of children and young people. All organisations which employ people to work with children in a position of trust have a duty to safeguard and promote their welfare. This includes ensuring that the organisation adopts safe recruitment and selection procedures which prevent unsuitable persons from gaining access to children. We use the Schools Safeguarding Safer Recruitment Toolkit for guidance on safe recruitment, <http://schools.oxfordshire.gov.uk/cms/node/358>

## Monitoring and Review

The policy will be reviewed annually. 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. OMMAYSING ME will complete an annual self-assessment to appraise their safeguarding practice against OSCB standards, please see [www.oscb.org.uk/](http://www.oscb.org.uk/)

## Document Version History

DOCUMENT VERSION HISTORY			
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OWNER AUTHOR			
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VERSION	DATES	AMMENDMENTS	BY WHOME / SENIOR APPROVAL

## Child Protection and Safeguarding Procedures

### Introduction

All professionals have a responsibility to report concerns to Children's social care under section 11 of the Children Act 2004, if they believe or suspect that the child;

- Has suffered significant harm;
- Is likely to suffer significant harm;
- Has a disability, developmental and welfare needs which are likely only to be met through provision of family support services (with agreement of the child's parent) under the Children Act 1989;
- Is a Child in Need whose development would be likely to be impaired without provision of service.

## Child Supporting children

If/when a child reports they are suffering or have suffered significant harm through abuse or neglect, or have caused or are causing physical or sexual harm to others, the initial response from all professionals should be to listen carefully to what the child says and to observe the child's behaviour and circumstances to:

- Clarify the concerns;
- Offer re-assurance about how the child will be kept safe;
- Explain what action will be taken and within what timeframe. The child will not be pressed for information, led or cross-examined or given false assurances of absolute confidentiality, as this could prejudice police investigations, especially in cases of sexual abuse. If the child can understand the significance and consequences of making a referral to children's social care, they should be asked for their views. It should be explained to the child that whilst their view will be taken into account, the professional has a responsibility to take whatever action is required to ensure the child's safety and the safety of other children

## Confidentiality

Children have a right to confidentiality under Article 8 of the European Convention on Human Rights. It's important to respect the wishes of a child or any person who doesn't consent to share confidential information. If not being given consent to share information, OMMAYSING ME may still lawfully go ahead if the child is experiencing, or is at risk of, significant harm. Child protection concerns, disclosures from children or safeguarding allegations made against a person in a position of trust will not be discussed across the workforce as a whole and personal details of any situation never given out to unauthorised persons. This information will be shared solely with Designated Safeguarding Leads, Children's Social Care and/or the Local Area Designated Officer (LADO) as appropriate. Personal information which is shared by the child or young person on a 1:1 level, such as sexual orientation or gender identification, will not be disclosed to the workforce as a whole. If staff and volunteers wish to discuss situations with colleagues to gain a wider perspective, this will be done on an anonymous basis with names and other identifying information relating to the child and their family remaining strictly confidential

## Seven golden rules for information sharing

1. Remembering that the Data Protection Act 1998 and human rights law are not barriers to justified information sharing, but provide a framework to ensure that personal information about living individuals is shared appropriately.
2. to be open and honest with the individual (and/or their family where appropriate) from the outset about why, what, how and with whom information will, or could be shared, and seek their agreement, unless it is unsafe or inappropriate to do so.
3. Seeking advice from other practitioners if in any doubt about sharing the information concerned, without disclosing the identity of the individual where possible.
4. Sharing with informed consent where appropriate and, where possible, respect the wishes of those who do not consent to share confidential information. We may still share information without consent if, in our judgement, there is good reason to do so, such as where safety may be at risk. We will need to base our judgement on the facts of the case. When sharing or requesting personal information from someone, we are certain of the basis upon which we are doing so. Where given consent, we are mindful that an individual might not expect information to be shared.

5. Consider safety and well-being: Base your information sharing decisions on considerations of the safety and well-being of the individual and others who may be affected by their actions.

6. Necessary, proportionate, relevant, adequate, accurate, timely and secure: Ensure that the information shared is necessary for the purpose for which it is shared, is shared only with those individuals who need to have it, is accurate and up-to-date, is shared in a timely fashion, and is shared securely.

7. Keeping a record of your decision and the reasons for it – whether it is to share information or not. If deciding to share, we record what is shared, with whom and for what purpose.

## **Supporting those working with children**

OMMAYSING ME recognises those in a position of trust emotionally “safe”. It is important that all staff supporting children are able to discuss safeguarding concerns with the Designated Safeguarding Lead’

### **Reporting concerns**

Information to be gathered prior to referral. They will be asked for the following:

- Full names, dates of birth and gender of all child/ren in the household;
- Family address and (where relevant) school / nursery attended;
- Identity of those with parental responsibility and any other significant adults who may be involved in caring for the child such as grandparents;
- Names and date of birth of all household members, if available;
- Ethnicity, first language and religion of children and parents;
- Any special needs of children or parents;
- Any significant/important recent or historical events/incidents;
- Cause for concern including details of any allegations, their sources, timing and location;
- Child's current location and emotional and physical condition
- Whether the child needs immediate protection;
- Details of alleged perpetrator, if relevant;
  - Referrer's relationship and knowledge of child and parents;
  - Known involvement of other agencies / professionals (e.g. GP);
- Information regarding parental knowledge of, and agreement to, the referral;
- The child's views and wishes, if known.

Other information may be relevant and some information may not be available at the time of making the referral. However, the report should not be delayed, in order to collect information, if the delay may place the child at risk of significant harm. Parents/carers must be informed about any referral unless to do so would place the child at an increased risk of harm.

### **Reporting a new concern Immediate concerns about a child**

The Multi-Agency Safeguarding Hub (MASH) is the front door to Children’s Social Care for all child protection and immediate safeguarding concerns. If there is an immediate safeguarding concern the MASH team will be called immediately. MASH immediately Tel: 0333 014 3325 or 0345 050 7666.

*OmmaySing Me*  
*Inspiring children, families and teachers to know their greatness.*

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