



SALTBURN
SKATEPARK

Safeguarding Policy

1. Safeguarding Responsibilities

Saltburn Skatepark & Sport Community Interest Company (SSP & S CIC) 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 Skateboard GB requirements.

SSP & S CIC is committed to sustaining a safe, supportive, and inclusive environment for all children and young people. SSP & S CIC will fulfill local and national responsibilities as laid out in the following documents: -

- Working Together to Safeguard Children (DfE 2018)
- Children Act 1989 (as amended 2004 Section 52)

All SSP & S CIC committee members, sessional staff and community volunteers are expected to familiarise themselves with the guidelines within these documents and always adhere to them.

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 and young people have a positive and enjoyable experience of skateboarding, scootering etc in a safe and child centred environment are protected from abuse whilst participating in the activity.

SSP & S CIC 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 SSP & S CIC 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 and ensure robust safeguarding arrangements and procedures are in operation.

The policy will be widely promoted and are mandatory for everyone involved in SSP & S CIC. Failure to comply with the policy and guidelines will be addressed without delay and may ultimately result in dismissal/exclusion from SSP & S CIC.

Within the Policy Guidelines all SSP & S CIC members, sessional staff and volunteers

SHOULD: -

- Treat all children and young people with equal respect.
- Promote an inclusive culture by showing respect for differences of culture, class, sexuality, ethnicity, religion and ability.
- Challenge behaviour (words and actions) which bullies or excludes other children and young people (see Anti-bullying policy)
- Respect the privacy of children and young people **(See confidentiality and information sharing pg. 7)**
- Respect the 'personal space' of children and young people of all ages. Physical contact may sometimes be appropriate in the context of a game or activity, when administering first aid, or when comforting younger children. However, to ensure a 'culture of safety', you should ensure that other adults are present (see below).
- Report and record any cause for concern regarding the welfare of a child or young person (see safeguarding Procedures)
- Report and record any concern regarding the conduct of a member of staff **(See Whistle blowing Policy and Procedure pg. 9)**

Within the Policy and Guidelines all SSP & S CIC members, sessional staff and volunteers

SHOULD NOT: -

- Give out your personal address or phone number to a child or young person, or arrange contact with a child or young person in your personal time (for example, inviting them to your house)
- Make jokes or comments which are offensive or discriminatory towards people of different cultures, classes, sexuality, ethnicity, religion, or ability.
- Make sexually suggestive comments to any child or young person.
- Physically restrain a child or young person, unless their behaviour poses an imminent and significant danger to themselves or others.
- Initiate any physical contact with a child or young person when you are on your own with them, and other adults are not present.
- Work with a child or young person on your own in a locked room
- Work with children or young people under the influence of drugs or alcohol

If you become concerned that your behaviour in a specific situation might be construed as having breached these guidelines, you are advised to raise this with the SSP & S CIC Safeguarding Lead or Deputy lead as soon as possible.

SSP CIC Safeguarding lead and Deputy Safeguarding:

Safeguarding Lead	Ms Mary Robinson
Deputy Safeguarding lead	Mrs Kelly Youngs

2. Good Practice, Poor Practice & Abuse

It can be difficult to distinguish poor practice from abuse, whether intentional or accidental. It is not the responsibility of any individual involved in using the skate park to make judgements regarding whether or not abuse is taking place, however, all SSP & S CIC have the responsibility to recognise and identify poor practice and potential abuse, and act on this if they have concerns as explained below.

1. Any SSP & S CIC member, sessional staff or volunteers who has a **Cause for Concern** regarding the welfare of a child or young person is required to **Respond, Report** and **Record** appropriately.
2. A **Cause for Concern** may relate to any of the following *categories of abuse; -
 - Physical Injury
 - Neglect/Failure to Thrive
 - Emotional Abuse
 - Sexual Abuse and related harms such as sexual and criminal exploitation

- Online abuse and bullying on social media platforms.

(* For further details see Glossary of Terms and Definitions Appendix 1)

3. **A Cause for Concern** may come to notice in one of the following ways: -

- **Observation** - an unexplained injury, a change in behaviour, an overheard remark, or an incident you witnessed, which causes concern
- **Third Party** – another child or young person, parent or other adult raising with you concerns regarding the safety of a child or young person
- **Disclosure** – a child or young person disclosing something which has happened to them or which they fear might happen to them.

4. **If a child or young person discloses** that they have been harmed or are at risk of being harmed, SSP & S CIC, sessional staff or volunteers' staff should try to **RESPOND** in the following way: -

- **Listen** carefully to what they are saying – show you take it seriously.
- **Reassure** them that they are doing the right thing by telling you.
- **Explain** that you have to report what they have told you to the appropriate member of f. SSP & S CIC. Never promise to keep what they tell you secret.
- **Avoid** asking the child or young person questions about what they have told you, as this may prejudice any future child protection investigation.

5. Any member of staff who thinks they have a Cause for Concern regarding the welfare of a child or young person must **REPORT it as soon as possible via:**

Redcar & Cleveland Multi-Agency Children's Hub (MACH) Telephone - 01642 130700 Email - RedcarMACH@redcar-cleveland.gov.uk / or to the police through a 101 call.

SSP & S CIC members, sessional staff and volunteers are not expected to be child protection experts. If they are unsure whether something constitutes a Cause for Concern, they should '**err on the safe side**' and report it to SSP & S CIC Safeguarding lead' who will decide what action to take.

See further information [South Tees Safeguarding Children Partnership \(STSCP\)](#) what to do if you are worried about a child.

Getting help and support out of office hours:

The Emergency Duty Team provides an out-of-hours response to emergency situations involving child protection and the care of a child.

The Emergency Duty Team is available outside of *normal service hours, bank holidays and weekends. They can be contacted via telephone number: **01642 524 552**.

What to do in an emergency

If you have significant concerns about the safety or welfare of a child or young person, contact the Police. Telephone: 999

6. When any member of staff has reported a child protection concern, they should **RECORD** the details on a confidential Cause for Concern record, as follows: -

- The Cause for Concern record should be completed, signed and dated, **in handwriting**, as soon after the concern was reported as possible.
- The recording should be confined to the **facts** of what was observed or said and should not include speculation or opinion.
- In the case of a disclosure, as far as possible, the **actual words** used by the child or young person should be recorded.

Sessional/volunteer staff may ask for the SSP & S CIC Safeguarding Lead assistance and advice in completing a Cause for Concern record.

7. SSP & S CIC will deliver work in partnership with other agencies. In these cases, there should be clear agreement **in advance** which agency has the lead responsibility for child protection. Any Cause for Concern raised during SSP & S CIC work events should be reported to the Responsible Person from that agency, who should follow that agency's child protection procedures.

8. Any SSP & S CIC member, sessional staff and or volunteers who have reported a Cause for Concern is entitled to request feedback as to the actions taken (if any) by the safeguarding lead. This feedback will be limited to the actions (if any) undertaken by SSP & S CIC and will not disclose any information regarding the child or young person or breach their right to confidentiality in any respect.

9. Responding to Suspicions and Allegations of Child Abuse

Although most cases of child abuse take place within the family setting, abuse can and does occur in skateparks.

- It is essential that all allegations are taken seriously, and appropriate action is taken.
- It is not your responsibility to decide if child abuse is taking place.
- It is your responsibility to report your concerns to SSP & S CIC Safeguarding Lead, no matter how trivial the concern may appear.
- Not acting is not an option!

If the safeguarding lead is the subject of concern and there are concerns about any other adults who work with children, SSP & S CIC Directors should be informed. SSP & S CIC will not attempt to investigate an allegation without prior consultation with **Redcar and Cleveland** Local Authority Designated Officer (LADO).

The Local Authority Designated Officer (LADO) is based in the MACH Team. If you have concerns about an adult who works with children, you can contact the Redcar & Cleveland Local Authority Designated Officer (LADO) on 01642 130700 or email RedcarLADO@redcar-cleveland.gov.uk

Further information about the LADO can be found by downloading the leaflet below:

- **Document** [LADO Information Leaflet.pdf \(PDF, 617.07KB\)](#)

The LADO allegations blank referral form is also available to download below:

- **Document** [LADO referral form.doc \(DOC, 169.5KB\)](#)

10. People responsible for safeguarding in Safeguarding

As outlined elsewhere in this document everyone involved in SSP & S CIC has a duty to act if they have a concern about a child. There are a variety of actions that can be taken. As a minimum the person concerned should contact the SSP & S CIC Safeguarding Lead for help and guidance on how to progress their concerns.

11. Record Keeping

Any SSP & S CIC member, sessional staff, or volunteers receiving a disclosure of abuse or noticing signs of abuse must make an accurate record as soon as possible, noting what was said or seen, putting the event into context, and giving the date, time and location. All records will be dated and signed and will include the action taken.

- All records should be given to the Designated Safeguarding Lead promptly. no copies should be retained by SSP & S CIC member, sessional staff or volunteers
- Making a record should never delay contact/referrals being made to the Safeguarding Lead and appropriate authority.
- All notes will be kept in a confidential file and stored securely, even when there is no need to refer the matter to Children's Social Care immediately.
- All verbal conversations will be promptly recorded.

12. Confidentiality and Information Sharing

- SSP & S CIC, sessional staff and volunteers will ensure confidentiality protocols are adhered to and information is shared appropriately. If in any doubts about confidentiality, sessional staff and volunteers should seek advice from SSP & S CIC
- Whilst consent to share information will generally be sought, sharing without consent will take place should the safety of a child be at risk. Any decision not to share will be recorded.
- SSP & S CIC Safeguarding Lead will disclose any information about a child to other SSP & S CIC, sessional staff and volunteers on a need-to-know basis only.
- All SSP & S CIC members, sessional staff and volunteers must be aware that they have a professional responsibility to share information with other agencies in order to safeguard children.
- All staff must be aware that they cannot promise.

13. Recruiting and Selecting People to work with Children

Anyone may have the potential to abuse children in some way and it is important that all reasonable steps are taken to prevent unsuitable people from working with children. This applies to anyone whether voluntary or paid who is going to have significant access to children or their contact information. The steps that should be taken are the same for volunteers or employees.

SSP & S CIC recruitment and selection procedures are based on the Safeguarding Vulnerable Groups Act 2006 and the Protection of Freedoms Act 2012 and may be revised from time to time.

14. Safeguarding Young People over the age of 18 years (Adults)

Any member of SSP & S CIC, sessional staff or volunteers who are concerned about a young person over the age of 18, who may be being abused, neglected or exploited., or receives a disclosure of abuse, an allegation or suspects that abuse may have occurred MUST report it immediately to:

Serious abuse and neglect to Cleveland Police by calling 101 or 999 if the person is in immediate danger.

Or contact Social Care Service.Redcar & Cleveland on **01642 771 500** office hours, outside of office hours, **01642 524552**. or email: AccessAdultsTeam@redcar-cleveland.gov.uk

To report suspected abuse and neglect use a [Concern Form](#)

15. Awareness and Training

Training should be provided for staff and volunteers on the policy, procedures and professional practices that are in place and commensurate with their responsibilities in the children protection process. Training should take place at all levels of SSP & S CIC to ensure that procedures are carried out consistently, it should also be considered as a continuing responsibility to ensure safeguarding knowledge is up to date.

16. Drug use and Child Protection:

The discovery that a child/young person is using illegal drugs or reported evidence of their drug use, is not necessarily sufficient in itself to initiate child protection proceedings, but SSP & S CIC will consider such action in the following situations:

When there is evidence or reasonable cause:

- to believe the young person drug misuse may cause him or her to be vulnerable to other abuse such as sexual abuse;
- to believe the child/young person's drug related behaviour is a result of abusing or endangering pressure or incentives from others particularly adults.
- where the misuse is suspected of being prompted by serious parent/ carer drug misuse

*Where drugs are brought and used at the Skate Park and this poses a risk to a child or endangers other children, the police should be informed to attend the skate park and remove the illegal substance. The child/ren who have taken the illegal substance should be taken to a place of safety and or dealt with appropriately as a criminal matter if this is necessary.

If an adult has brought and is using an illegal substance at the skate park the police should be informed and requested to respond as a criminal matter to safeguard children who are in the skate park at the same time.

*The skate park will have a zero-tolerance illegal substance misuse on the as part of the safety signage.

17. Sexual and Criminal Exploitation:

Sexual Exploitation of children and young people has been identified throughout the UK. It is a form of sexual abuse and can have a serious impact on every aspect of the lives of those involved.

If SSP & S CIC me are aware that any child or young person may be at risk of exploitation, regardless of their family background or other circumstances they have a safeguarding responsibility to follow child protection reporting procedures.

Potential indicators of sexual and criminal exploitation will be addressed within safeguarding training.

18. Female Genital Mutilation (FGM)

*Female genital mutilation (FGM) is a form of child abuse and is illegal in the UK. The fear of being branded racist or discriminatory must not weaken the protection required by those who are vulnerable.

Possible signs that a girl may be at risk of or already having suffered FGM will be addressed through SSP & S CIC safeguarding training covering safeguarding procedures when concerned.

In accordance to the FGM strategy 2018, all known cases of FGM in girls under the age of 18 will be reported to the police.

19. Radicalisation and Extremism:

Since 2010, when the Government published the Prevent Strategy, there has been an awareness of the specific need to safeguard children, young people and families from violent extremism.

Nationally, there have been occasions where extremist groups have attempted to radicalise vulnerable children and young people to hold extreme views including views justifying political, religious, sexist or racist violence, or to steer them into a rigid and narrow ideology that is intolerant of diversity and leaves them vulnerable to future radicalisation.

Whilst SSP & S CIC values freedom of speech and the expression of beliefs / ideology as fundamental rights underpinning our society's values, we also recognise that free speech is subject to laws and policies governing equality, human rights, community safety and community cohesion.

SSP & S CIC seeks to protect children and young people against the messages of all violent extremism and will view any attempt to manipulate the vulnerable in this way as a matter of safeguarding.

SSP & S CIC members, sessional staff and volunteers will receive training to support their understanding of the Prevent Strategy.

(* For further details on the above safeguarding concerns see Glossary of Terms and Definitions Appendix 1)

Any safeguarding concerns relating to Exploitation, FGM, Radicalisation and Extremism should be reported immediately to Redcar & Cleveland Multi-Agency Children's Hub (MACH) Telephone - 01642 130700 Email – RedcarMACH@redcar-cleveland.gov.uk / or to the police through a 101 call. If the child is in immediate danger contact Police. Telephone: 999

20. Recruitment:

- SSP & S CIC will operate safe recruitment practices including ensuring pre-employment checks, and appropriate DBS and reference checks are undertaken according to Working Together to Safeguard Children, (2018)
- Enhanced DBS checks will be undertaken for sessional staff and volunteers working unsupervised.
- Any allegation against a SSP & S CIC member, sessional staff or volunteer must be reported to SSP & S CIC Directors and Safeguarding Lead without delay unless they are the subject of the allegation then other Members of the SSP & S CIC must be informed.
- SSP & S CIC will not investigate any allegations, advise the member of staff or interview children until consultation has taken place with the DO as doing so may compromise any police investigation.
- SSP & S CIC will ensure that all sessional staff/instructors and volunteers are aware of the need for maintaining appropriate and professional boundaries in their relationships with children and young people.

21. Whistle Blowing Policy & Procedures

SSP & S CIC aspires to the highest possible standards of practice. We actively encourage any members, sessional staff and volunteers who has serious concerns about SSP & S CIC work to voice their concerns to SSP & S CIC Director, Anna Liddle and, if necessary, to other agencies.

Serious concerns which would merit 'whistle blowing' include: -

- Conduct which is an offence or breach of law
- Discrimination based on gender, sexuality, race or disability
- Harassment or bullying of a member of staff or service user
- Health and safety risks, including risks to service users, staff and the public
- Possibility of fraud and corruption
- Abuse of service users OR failure to respond to risk of abuse of service users.
- Inappropriate conduct with children and young people.

All SSP & S CIC members, sessional staff and volunteers should address their concerns to SSP & S CIC Director Anna Liddle. In some instances, where the member of staff has reason to suppose that the Centre Manager would not give the concern an unbiased hearing, they may choose to raise their concern other SSP & S CIC, members.

All members of staff are encouraged to raise their concerns in writing, setting out the history and reasons for their concerns (giving names, dates and places where possible).

SSP & S CIC members, sessional staff and volunteers are entitled, if they wish, to seek the advice and representation of an independent body such as Redcar & Cleveland Multi Agency Safeguarding Childrens Hub (MACH).

All concerns will be treated in confidence and every effort will be made to conceal the identity of the 'whistle blower'. When this is not possible, for example, because they are required to provide evidence in court, this will be discussed fully in advance.

SSP & S CIC encourages all staff and volunteers to put their name to their concerns. Concerns raised anonymously may, in some instances, be investigated, taking into account the credibility and seriousness of the concern, and the likelihood of confirming it from other sources.

SSP & S CIC is fully committed to protecting the rights of 'whistle blowers' and will not tolerate any harassment or victimisation of a SSP & S CIC member, sessional staff or volunteers who has raised a concern. No member of staff who has raised a concern in good faith should be penalised, in any respect (including subsequent personnel decisions), even if the concern is investigated and discovered to be unfounded. However, any person found to be raising concerns maliciously or frivolously will be subject to disciplinary action.

22. Monitoring & Governance

The policy and guidelines will be reviewed one year after the skate park is officially opened (16/09/2023) and then every three years, or in the following circumstances:

- changes in legislation and/or government guidance

- as required by South Tees Safeguarding Children Partnership- as a result of any other significant change or event.

The safeguarding policy and guidelines are governed by SSP & S CIC. In accordance with these procedures, the Safeguard Lead' for Child Protection is SSP & S CIC member Mary Robinson (or, in their absence, Deputy Safeguarding Lead Kelly Youngs, SSP CIC Director.

DRAFT