

Friends Without Borders (Portsmouth) Safeguarding Policy for Children



1. Policy Control

Version	Description	Date
1	Child Safeguarding Policy	19/06/24
2	Reviewed by SafeCIC	27/02/25

2. Related Policies – this policy is to be implemented in conjunction with Friends Without Borders (Portsmouth) main safeguarding policy

Safeguarding Policy	V3.0	01/02/21
		Reviewed 14/10/2023
	V4.0	Reviewed by SafeCIC 27/02/2025

3. Statement of intent

Friends Without Borders (Portsmouth) CIO aims to provide relief to immigrants, asylum seekers and refugees who are suffering hardships or distress or in need, particularly, but not exclusively, in the city of Portsmouth, by the provision of financial and other assistance and raising the awareness of the general public.

The purpose of this policy statement is:

- To protect children and young people who receive services from Friends Without Borders (Portsmouth) from harm. This includes the children of adults who use our services
- To 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 Friends Without Borders, including the board of trustees, paid staff and volunteers.

4. 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 and guidance is available from nspcc.org.uk/childprotection.

5. Definitions

A **child** is defined by the Children's Act 1989 as under 18 years.

Safeguarding: Actions taken to promote the health, well-being and human rights of children, enabling them to live safely, free from abuse and neglect. It means protecting children from abuse and maltreatment, preventing harm to health or development, ensuring children grow up with the provision of safe and effective care and acting to enable all children and young people to have the best of outcomes.

Abuse: Any maltreatment of a child, including:

- Physical abuse
- Emotional abuse
- Sexual abuse
- Neglect
- Bullying and cyber-bullying
- Female genital mutilation
- Child sexual exploitation
- Child trafficking
- Criminal exploitation and gangs
- Domestic abuse
- Grooming
- Neglect

This may be as a result of a one-off action or over a period of time. It can be carried out by anyone, anywhere, in person or online. Friends Without Borders notes the importance of being aware of grooming in relation to all types of abuse, where someone builds a relationship of trust or emotional connection to the child so they can manipulate, exploit or abuse them.

6. Purpose

The purpose of this policy is to provide clear guidelines and procedures to ensure the safety and well-being of all children who participate in activities run or supported by Friends Without Borders. It aims to protect children from harm and to ensure a secure and positive environment for their growth and development. It enables volunteers to make informed and confident responses to specific child protection issues, who to contact, how issues should be reported and how information is stored.

7. Scope

This policy applies to all staff, volunteers and anyone involved in the activities or services provided by Friends Without Borders.

8. Principles

- **Best Interests of the Child:** The welfare of children is paramount. All actions and decisions will prioritize the best interests of the child.
- **Working in Partnership:** With children, young people, parents, carers, other agencies is essential in promoting young people's welfare.

- Equality and Non-Discrimination: All children have an equal right to protection from all types of harm or abuse and will be treated equally and without discrimination, irrespective of their age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation.
- Empowerment: Children will be valued, listened to, respected and encouraged to express their views and participate in decisions affecting them.
- Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues. Extra safeguards may be needed to keep children who are additionally vulnerable safe from abuse.

9. Responsibilities

Management: Ensure the implementation and regular review of this policy.

Staff and Volunteers: Adhere to this policy and report any concerns regarding child safety.
Safeguarding Officer: Designated person(s) responsible for handling safeguarding issues and concerns.

10. Code of Conduct

Appropriate Behaviour: All interactions with children should be positive, respectful, and free from any form of abuse or inappropriate behaviour.

Supervision: Children must be supervised at all times during activities at the centre.

Boundaries: Maintain professional boundaries and avoid any behaviour that could be misinterpreted.

Child protection and safeguarding best practice will be adopted by developing and implementing an effective safety policy and related procedures, by providing effective management for staff and volunteers through supervision, support, training and quality assurance measures so that all staff and volunteers know about and follow our policies, procedures and behaviour codes confidently and competently.

Recording and storing and using information professionally and securely, in line with data protection legislation and guidance.

Making sure that children, young people and their families know where to go for help if they have a concern.

Using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately.

Using our procedures to manage any allegations against staff and volunteers appropriately.

Creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise.

Ensuring that we have effective complaints and whistleblowing measures in place.

Ensuring that we provide a safe physical environment for our children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance.

Building a safeguarding culture where staff and volunteers, children, young people and their families, treat each other with respect and are comfortable about sharing concerns

11. Recruitment and Training

Background Checks: All staff and volunteers will complete an application form and supply a reference. Where relevant to the role, background checks (DBS check) will be completed for front-line volunteers working frequently with children.

Training: Safeguarding training will be provided to all staff and volunteers to ensure they are aware of the signs of abuse and the procedures to follow.

12. Reporting and Responding to Concerns

Recognising Abuse: Be aware of the signs of abuse, which may include physical injuries, changes in behaviour, or explicit disclosures from the child.

Reporting: Any concerns or suspicions of abuse must be reported immediately to the Safeguarding Officer.

Responding: The Safeguarding Officer will take appropriate action, which may include contacting social services or the police.

Concerns about a volunteer: Abuse in a position of trust is where a person caring, training or being in charge of a child uses their position of responsibility to engage a child into sexual activity. The position of trust has been extended to include coaches, teachers and supervisors. If a volunteer or member of staff is alleged to have:

- Behaved in a way that may have harmed a child,
- Possibly committed a criminal offence involving a child
- Behaved in a way toward children that indicates they would pose a risk to children
- Behaved in a way that indicates they are not suitable to work with children

These should be reported to the Local Authority Designated Officer (LADO) within 1 working day.

Portsmouth phone [023 9288 2500](tel:02392882500)

email: LADO@portsmouthcc.gov.uk

When receiving an allegation:

- Treat it seriously and keep an open mind
- **Do not** investigate
- **Do not** make assumptions or offer alternative explanations
- **Do not** promise confidentiality
- Record the details using the child/adult's own words
- Note time/date/place of incident(s), persons present and what was said
- Sign and date the written record
- Do not inform the subject if this might place the child at risk of further harm or jeopardise any future investigation

13. Record Keeping

Documentation: All reports and concerns will be documented accurately and securely. A body map (available online) may be useful for recording any visible damage to skin integrity.

Confidentiality: Information will be shared only with those who need to know, to protect the child and to manage the situation effectively.

14. Health and Safety

Ensure the community centre is a safe environment, regularly checking for and addressing any potential hazards.

First Aid: Have trained first aid personnel and accessible first aid kits available at all times.

15. Review and Monitoring

Regular Review: This policy will be reviewed annually or whenever there are significant changes in legislation or organizational structure.

Feedback: Seek feedback from children, parents, and staff to improve safeguarding practices.

16. Contact Information

Safeguarding Strategy: Coleen Le, email deputy@friendswithoutborders.org.uk
Safeguarding Officer: Rachel McCormick, 07546 502143,
office@friendswithoutborders.org.uk

Child Protection Services Portsmouth City Council: 02392 688 793, or 0845 671 0271
Police: Emergency Number 999 and Non-Emergency Number 101

17. Policy Approval

This policy has been approved by the trustees 06/11/2024

This safeguarding policy ensures that Friends Without Borders (Portsmouth) is committed to providing a safe environment for children and that all staff and volunteers are aware of their responsibilities in protecting children from harm.