



CHILD PROTECTION POLICY

Reviewed November 2011

Safeguarding and Promoting the Welfare of Children

There are two aspects to safeguarding and promoting the welfare of children. They are:

- Arrangements to take all reasonable measures to ensure that harm to children's welfare are minimised.
- Arrangements to take all appropriate actions to address concerns about the welfare of a child, or children, working to agreed local policies and procedures in full partnership with other local agencies, and the arrangements that agencies have in place need to provide for both these aspects of safeguarding. (*DfES 0027/2004*)

Safeguarding and promoting the welfare of children is "The process of protecting children from abuse or neglect, preventing impairment of their health and development, and ensuring they are growing up in circumstances consistent with the provision of safe and effective care which is undertaken so as to enable children to have optimum life chances and enter adulthood successfully." (*Working Together to Safeguard Children 2006*)

Child Protection Policy

Brent Bereavement Services (BBS)

1.0 Introduction

- 1.1 The staff of BBS fully recognise the contribution it makes to safe guarding children. We recognise that all staff, volunteers, and committee members have a full and active part to play in protecting children and young people from harm.
- 1.2 All staff, volunteers and committee members believe that BBS should provide a caring, positive safe and stimulating environment, which promotes the social, physical and moral development of the individual child/young person.
- 1.3 The aims of this policy are:
 - 1.3.1 To support the child's or young person's development in ways that will foster security, confidence and independence
 - 1.3.2 To raise the awareness of staff of the need to safeguard children and young people and of their responsibilities in identifying and reporting possible cases of abuse.
 - 1.3.3 To provide a systematic means of monitoring children and young people known or thought to be at risk of harm.
 - 1.3.4 To emphasise the need for good levels of communication between all members of staff.
 - 1.3.5 To develop a structured procedure within the agency, which will be followed by all staff in cases of suspected abuse.
 - 1.3.6 To develop and promote effective working relationships with other agencies, especially the Police and Social Care
 - 1.3.7 To ensure that all adults within our agency, who have access to children and young people, have current CRB (Criminal Record Bureau) checks, have their identity verified by original documentation and also that references are checked in line with safe recruitment policies.

2.0 Procedures

2.1 BBS procedures for safeguarding children will be in line with LSCB (Local Safeguarding Children Board) procedures. We will ensure that:

- 2.1.1 We have a designated member of staff who undertakes regular training in child protection.
- 2.1.2 We have a member of staff who will act in the designated member of staff's absence.
- 2.1.3 All members of staff and volunteers develop their understanding of the signs and indicators of abuse.
- 2.1.4 All members of staff and volunteers know how to respond to a child/young person who discloses abuse.
- 2.1.5 All parents/carers are made aware of the responsibilities of staff members and volunteers with regard to child protection procedures.
- 2.1.6 Where an allegation of abuse is made against a parent/carer, and a referral made to the Social Care Department of the Local Authority, a risk assessment should be undertaken to determine who should inform the parent/carer in order that the child is not put at risk of further harm.

2.2 Our procedures will be regularly reviewed and up-dated.

2.3 All new members of staff, volunteers and committee members will be given a copy of our child protection procedures as part of their induction.

3.0 Responsibilities

3.1 The designated member of staff for child protection is responsible for:

- 3.1.1 Adhering to the LSCB and agency procedures with regard to referring a child/young person if there are concerns about possible abuse
- 3.1.2 Keeping written records of concerns about a child/young person even if there is no need to make an immediate referral
- 3.1.3 Ensuring that all such records are kept confidentially and securely.

4.0 Supporting Children

- 4.1 We recognise that a child/young person who is abused or witnesses violence may find it difficult to develop and maintain a sense of self worth. We recognise that a child/young person in these circumstances may feel helpless and humiliated. We recognise that a child/young person may feel self blame.

-
- 4.2. We accept that research shows that the behaviour of a child/young person in these circumstances may range from that which is perceived to be normal to aggressive or withdrawn behaviour.
 - 4.3. BBS will support all children/young people by:
 - 4.3.1 Encouraging self-esteem and self-assertiveness whilst not condoning aggression or bullying
 - 4.3.2 Promoting a caring, safe and positive environment
 - 4.3.3 Liaising and working together with all other support services and those agencies involved in the safeguarding of children
 - 4.3.4 Notifying the Social Care Department of the Local Authority as soon as there is a significant concern.

5.0 Confidentiality

- 5.1 We recognise that all matters relating to Child Protection are confidential.
- 5.2 The Designated Member of Staff will disclose any information about a child/young person to other members of staff on a need to know basis only.
- 5.3 All staff and volunteers must be aware that they have a professional responsibility to share information with other agencies in order to safeguard children/young people.
- 5.4 All staff and volunteers must be aware that they cannot promise a child/young person to keep secrets

6.0 Supporting Staff

- 6.1 We recognise that staff and volunteers working in the agency who have become involved with a child/young person who has suffered harm, or appears to be likely to suffer harm may find the situation stressful and upsetting.
- 6.2 We will support such staff and volunteers by providing an opportunity to talk through their anxieties with the designated member of staff and to seek further support as appropriate.

7.0 Allegations against staff and/or volunteers

- 7.1 We understand that a child/young person may make an allegation against a member of staff or volunteer.
- 7.2 If such an allegation is made, the member of staff or volunteer receiving

the allegation will immediately inform the manager.

- 7.3 The manager on all such occasions will discuss the content of the allegation with the Local Authority Designated Officer (LADO).
- 7.4 If the allegation made to a member of staff or volunteer concerns the manager, the person receiving the allegation should contact the Local Authority Designated Officer (LADO).

8.0 Whistleblowing

- 8.1 We recognise that children/young people cannot be expected to raise concerns in an environment where staff or volunteers fail to do so.
- 8.2 All staff and volunteers should be aware of their duty to raise concerns, where they exist, about the attitude or actions of colleagues.

9.0 Physical Intervention

- 9.1 Physical intervention by staff and volunteers must only ever be used as a last resort, and that at all times it must be the minimal force necessary to prevent injury to another person.
- 9.2 We understand that physical intervention of a nature which causes injury or distress to a child may be considered under child protection or disciplinary procedures.

10.0 Bullying

- 10.1 We are aware that bullying is an issue and acknowledge that to allow or condone bullying may lead to consideration under child protection procedures.

11.0 Racist Incidents

- 11.1 We acknowledge that racist incidents occur and that repeated racist incidents, or a single serious incident, may lead to consideration under child protection procedures

12.0 Prevention

- 12.1 We recognise that BBS plays a significant part in the prevention of harm to our children/young people by providing good lines of communication with trusted adults, supportive friends and an ethos of protection.

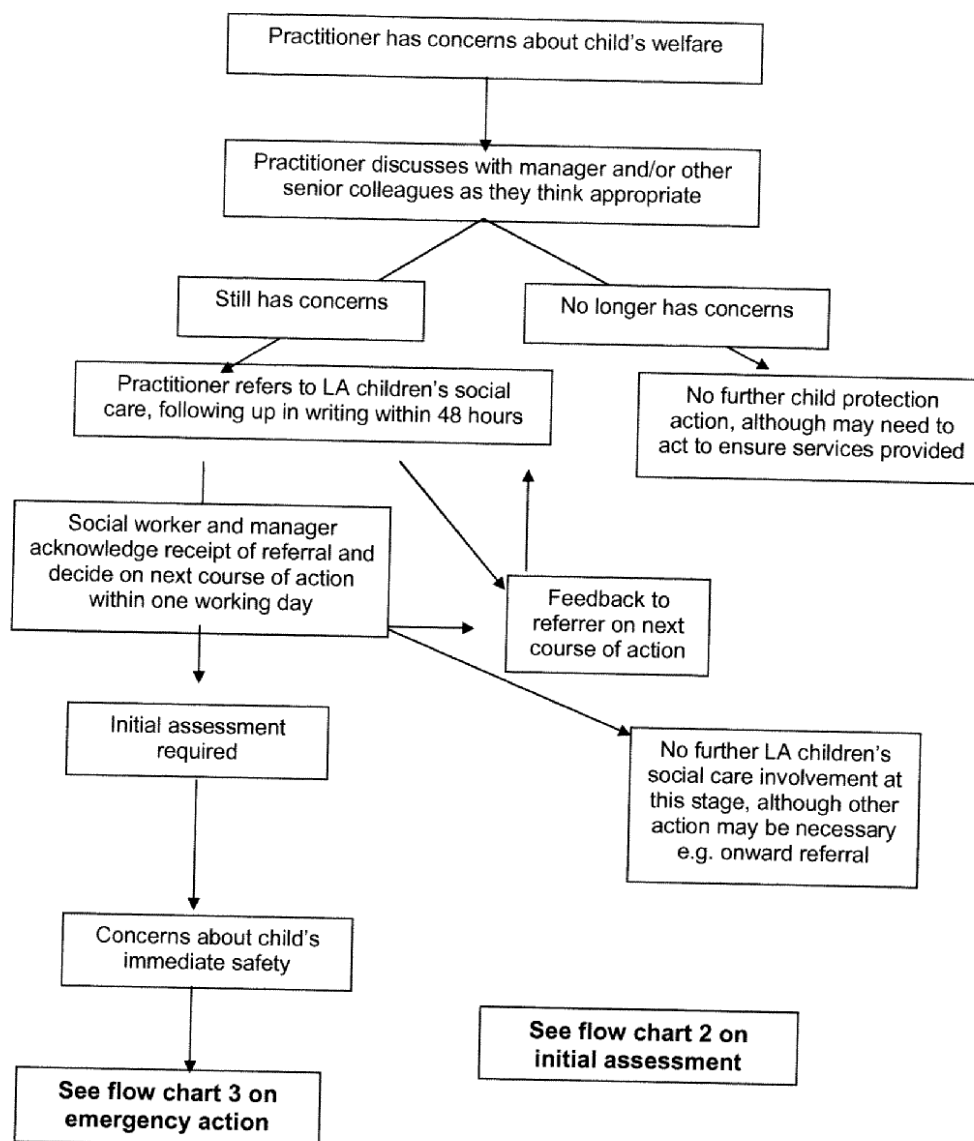
12.2 BBS will therefore:

- 12.2.1 Establish and maintain an ethos where children/young people feel secure and are encouraged to talk and are always listened to.
- 12.2.2 Ensure that all children/young people know there is an adult in the agency whom they can approach if they are worried or in difficulty.
- 12.2.2 Work in partnership with parents/carers and provide support in line with current guidance.

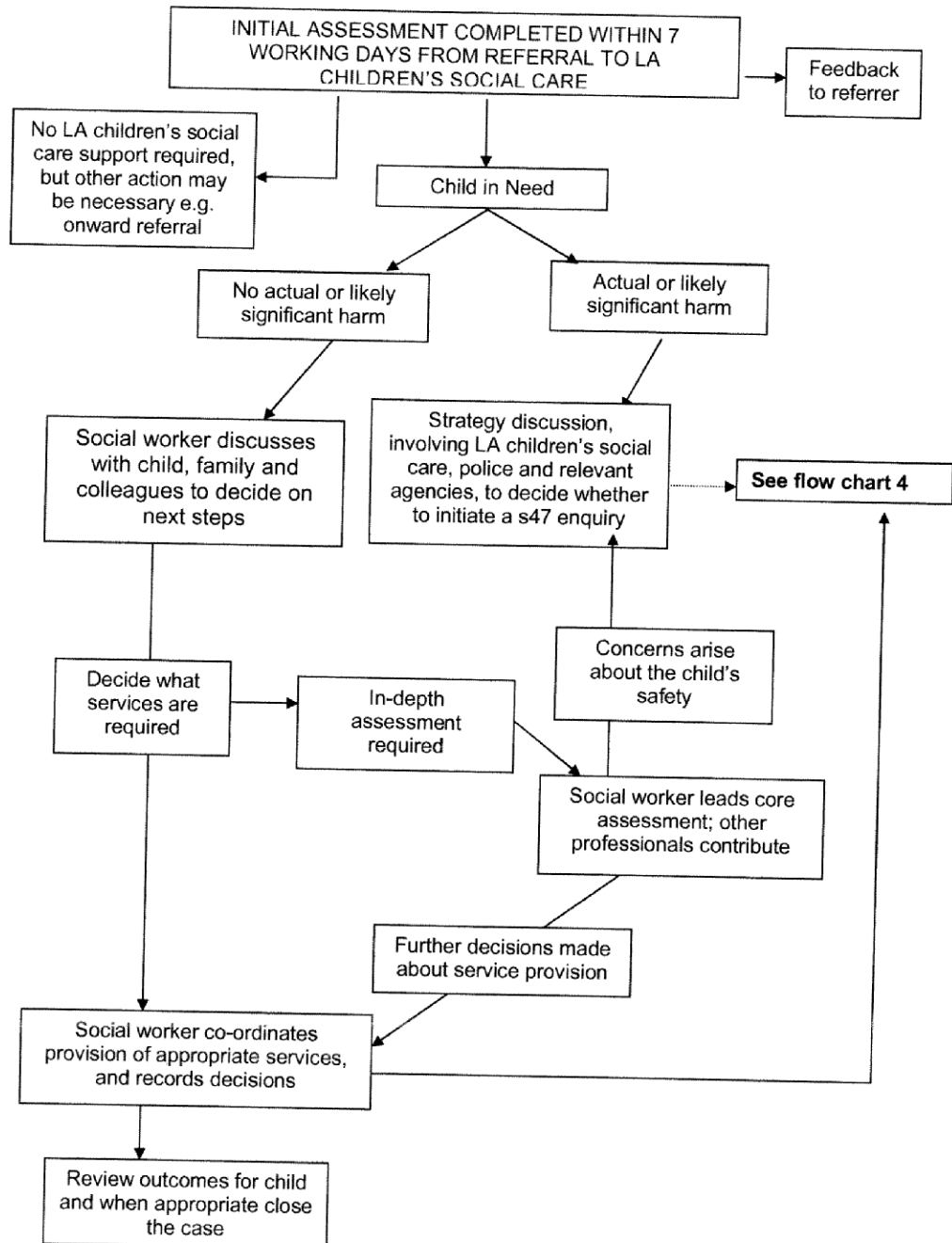


Willesden Centre for Health & Care
Robson Avenue
London
NW10 3RY
Tel: 020 8459 6818
E: info@bbsonline.org.uk

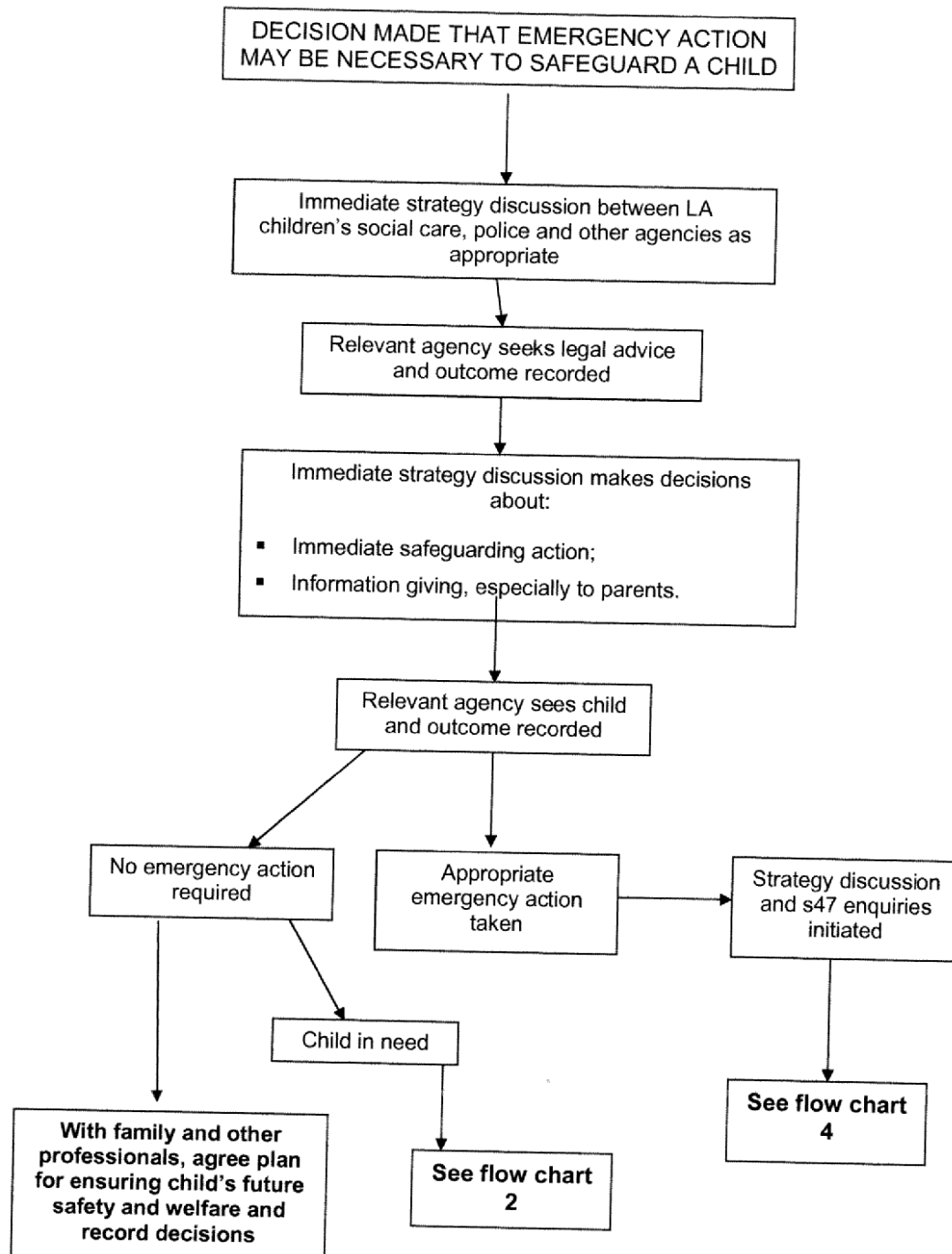
FLOW CHART 1 – REFERRAL



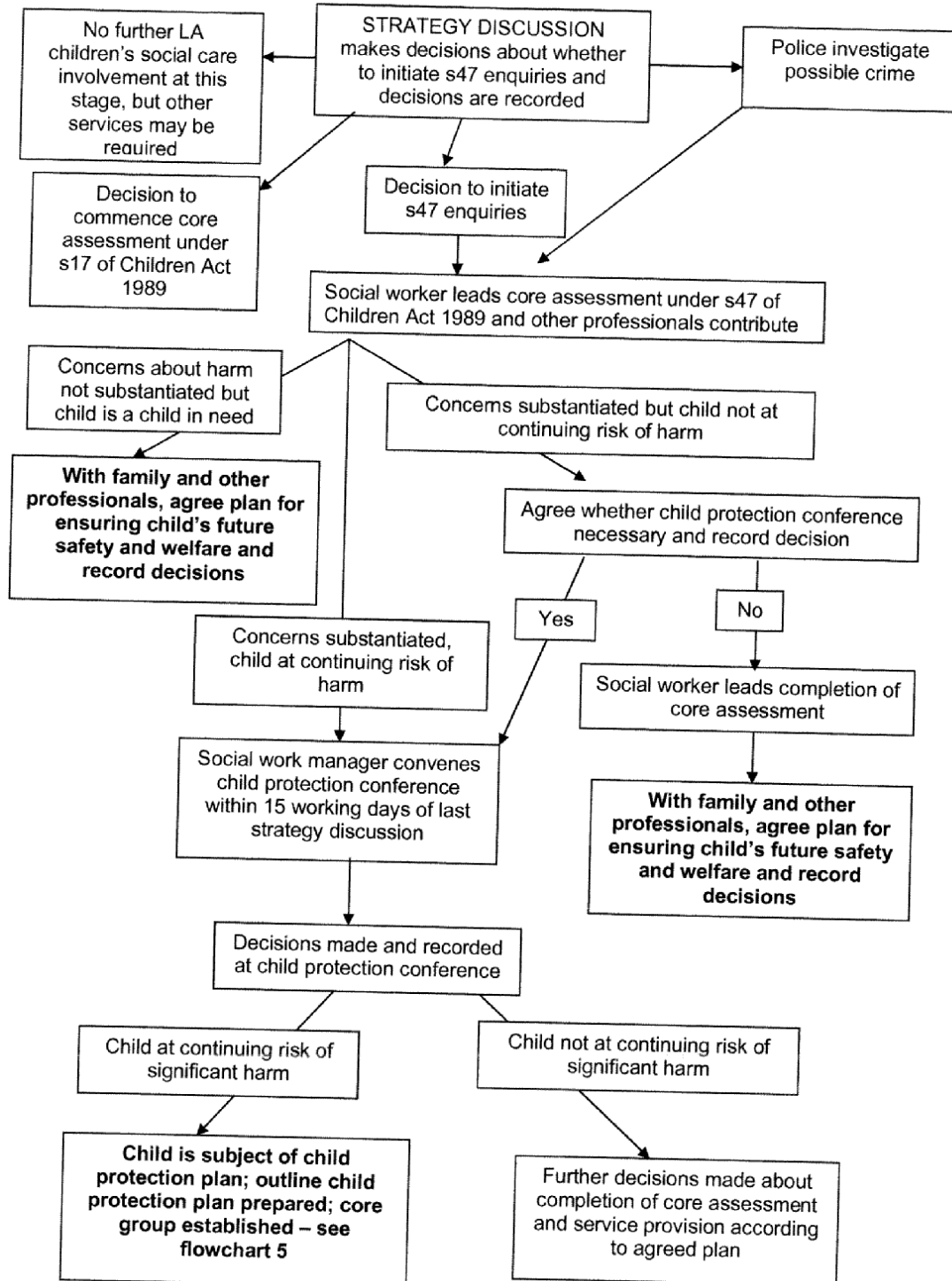
FLOW CHART 2 - WHAT HAPPENS FOLLOWING INITIAL ASSESSMENT?



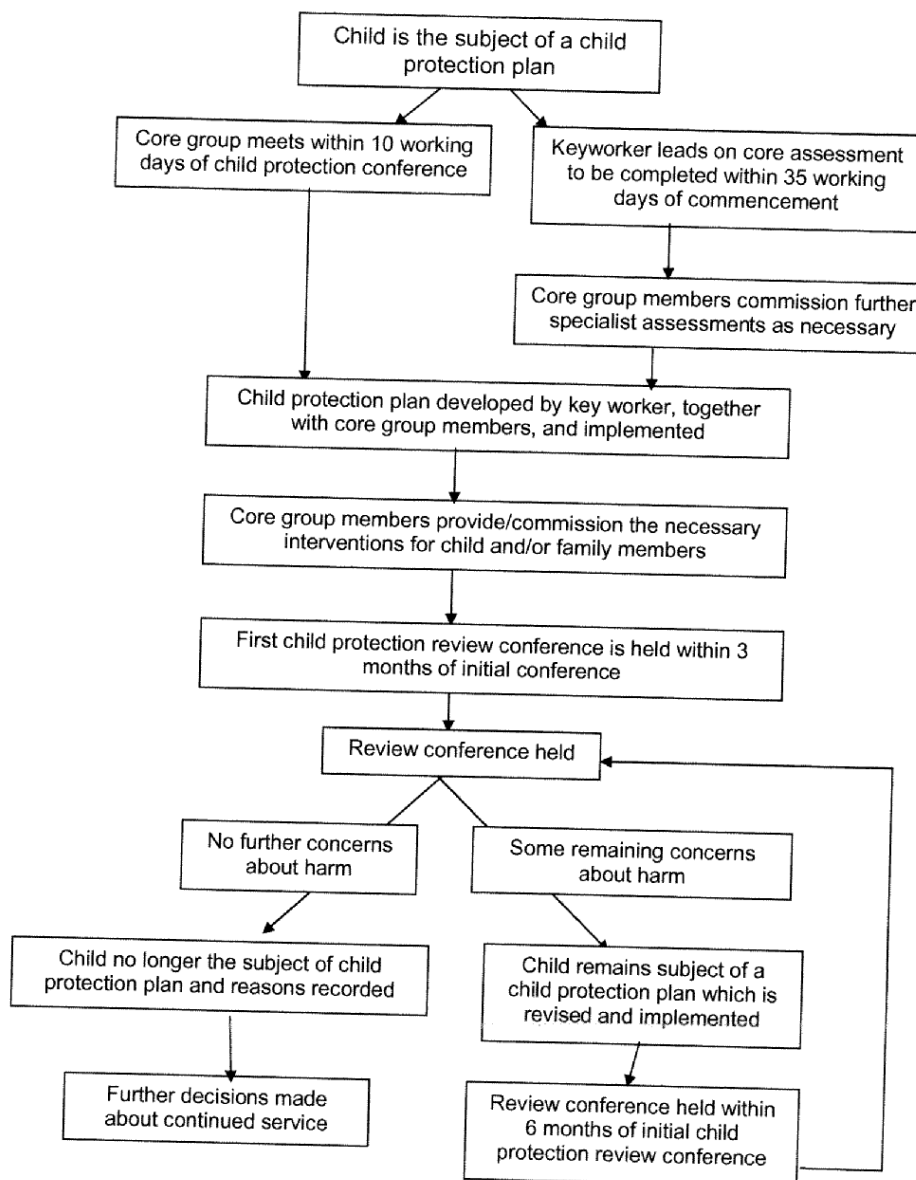
FLOW CHART 3 – URGENT ACTION TO SAFEGUARD CHILDREN



FLOW CHART 4 – WHAT HAPPENS AFTER THE STRATEGY DISCUSSION?



FLOW CHART 5 – WHAT HAPPENS AFTER THE CHILD PROTECTION CONFERENCE, INCLUDING THE REVIEW PROCESS?



Additional Guidance

- **Every Child Matters: Working Together to Safeguard Children**
- **DfES: Safeguarding Children in Education**

Training

- **Local Safeguarding Board** www.brentlscb.org.uk/index.php

Contacts for Social Care

- **Local Authority Designated Officer (LADO): 8937 3139**
- **Child Protection Referrals should be made to the One Stop Shop: 8937 4300**