



CAMBERWELL AFTER SCHOOL PROJECT (CASP)

SAFEGUARDING CHILDREN POLICY

March 2024



CHILD SAFEGUARDING POLICY

Camberwell After School Project (CASP) is dedicated to fostering a secure environment for children, staff, and visitors, encouraging open communication regarding safety concerns. This Child Protection Policy ensures prompt action when a person under 18 is suspected of being abused or at risk from various sources. The safety of children takes precedence over all other interests.

Objective:

To safeguard all young individuals receiving our services.

CASP acknowledges the vulnerability of children, deeming any form of abuse unacceptable. We endorse the principle that a child's welfare is paramount, aligning with the United Nations Declaration of the Rights of the Child. Regardless of background, all children deserve equal protection from harm or abuse.

Legal Framework:

Our policy adheres to the principles of "Every Child Matters," the Children Act 1989, Section 40 of the Childcare Act 2006, Early Years Foundation Stage requirements, the 2002 Education Act, and guidance such as "Working Together to Safeguard Children 2018," DfES circular (0027/2004), and procedures from local child protection committees.

As of July 1, 2015, under the Counter-Terrorism and Security Act 2015, all childcare providers, including schools and early years facilities, must have "due regard for the need to prevent people from being drawn into terrorism."

Scope:

This policy applies to all activities, both on and off-site, involving young children under the care of Camberwell After School Project.

Information Sharing and Confidentiality:

Management staff are responsible for facilitating information exchange among involved parties. Information sharing will be tailored to the understanding, maturity, and responsibility level of the individuals involved. Confidential information will be shared strictly on a need-to-know basis. CASP ensures staff understanding of the UK GDPR, Data Protection Act 2018, and Human Rights legislations, emphasizing their role in appropriate information sharing, rather than serving as barriers.

Responsibility and prompt action:

All adults within our organization, including visiting staff, volunteers, and students on placement, bear the responsibility of caring for the children under our supervision. They are obligated to promptly report instances of actual or suspected child abuse, neglect, or concerns related to radicalization and extremist behaviour to the designated person responsible for child protection.

Designated Personnel:

- Designated Person (CP): Carmen Lindsay MBE
- Deputy Designated Persons (DDP):



- After School Service: Jennies Patterson
- Beanstalk Climbers Early Years: Martina Konecna

The designated person serves as the primary contact for external agencies conducting Child Protection investigations, coordinating the school's representation at CP conferences and Core Group meetings. They are responsible for deciding whether an incident should be reported as a safeguarding issue. In case of doubt or disagreement, advice may be sought from the Deputy Designated Person, the LSCB's Lead Officer for safeguarding, or the Deputy Manager of the Education Welfare & Attention Service.

Referral Process:

Parents/carers are typically informed before a referral to social services is made, except in cases involving alleged or suspected sexual abuse or when informing parents might compromise safety. In situations requiring immediate medical attention, the CP referral process should not delay First Aid or emergency medical assistance. Urgent Police intervention will be requested if a child is at immediate risk due to parental violence, drunkenness, substance abuse, or mental illness.

Chastisement or Alleged Abuse:

Physical injuries or distress resulting from reported chastisement, especially involving instruments or substances, will be promptly reported for social services or police investigation. Referrals to The Children's Social Care department will be made using a CAF form, unless immediate support is needed, in which case the designated person will contact the duty officer for further advice.

Parental Notification:

Parents applying for places at our organization will be informed of our safeguarding responsibilities and the existence of this policy. Parents will be notified as soon as possible if their child sustains an injury or is affected by an accident or incident while under the organization's care.

Security Measures:

Camberwell After School Project is committed to recognizing and mitigating risks posed by potential harm from strangers or others, including parents or carers of other children. We take reasonable steps to reduce such risks during school hours and children's travel to and from school.

Covid-19 safeguarding policy:

Considering the coronavirus pandemic, Camberwell After School Project acknowledges the increased vulnerability of children due to restricted interactions outside their households and ongoing social distancing measures. We remain vigilant in child protection matters, adhering to the outlined steps in this policy.

Vulnerable children:

Special attention will be given to children under a Child Protection plan. Any incidents or concerns involving these children will be promptly reported to The Children's Social Care Department using the CAF form (with written confirmation, copied to the LADO Lead Officer). In the case of Looked After children, this information will also be communicated to the Designated Person responsible for children in public care.

Domestic violence and abuse:

Recognizing the strong correlation between domestic abuse and significant harm to children, our staff follows local child protection reporting procedures if they suspect a child is witnessing or at risk



of harm due to domestic violence or abuse. Disclosures or suspicions of a child witnessing domestic violence result in immediate referral to the Designated Person as a child protection issue.

Camberwell After School Project acknowledges the unique needs for support and protection of children vulnerable due to disability, homelessness, refugee/asylum seeker status, family substance abuse, young carers, mid-year admission, and school exclusion.

We recognize that children affected by abuse or neglect may express their needs and distress through various means such as words, actions, behaviour, demeanour, schoolwork, or interactions with other children.

In cases where a child under 13 is, or may be, sexually active, an immediate referral to the Children's Social Care Department will be made. For young people aged 13 to 16, an individual risk assessment will be conducted according to the London Child Protection Committee procedures, determining how and when information will be shared with parents and investigating agencies.

Child On Child Behaviour Policy:

Camberwell After School Project (CASP) is committed to an anti-bullying policy, addressing all coercive acts and inappropriate child-on-child behaviour. While our primary focus is on protecting children from adult abuse, we recognize the importance of safeguarding against child-to-child abuse. The procedures outlined in Chapter 16 of the London Child Protection Procedures (5th Edition) will be followed in such cases, treating child-on-child abuse with the same seriousness as adult perpetration.

Staff responding to these instances must be aware of the potential risk the offending child poses to others and consider the possibility that they may have significant needs, potentially stemming from exposure to violence in the family, personal harm, or engagement in other offenses.

Female Genital Mutilation (FGM) policy:

CASP strictly adheres to the illegality of Female Genital Mutilation (FGM) in the UK. Recognizing FGM as a severe form of child abuse and violence against women, it is treated as a safeguarding issue. The FGM mandatory reporting duty, outlined in the FGM Act 2003 (as amended by the Serious Crime Act 2015), applies to regulated health and social care professionals and teachers in England and Wales.

Staff members should report to the police if informed by a girl under 18 that FGM has been carried out or if they observe physical signs indicating FGM on a girl under 18 during their professional duties. Although staff should not conduct examinations, they must report any suspicions immediately. Reporting responsibilities include informing the Safeguarding/Child Protection lead and Local Authority Advisor. Free E-Learning training is available through the Home Office to enhance staff awareness and understanding of these responsibilities.

Extremism and radicalisation policy:

Camberwell After School Project (CASP) is committed to supporting children vulnerable to extremist influences as part of our broader safeguarding responsibilities. If we identify a child directly influenced by extremist materials, CASP will promptly make necessary referrals. In these instances, the pupil will be offered mentoring, and external support will be sought from the Local Authority and local partnership structures dedicated to preventing extremism.

While Extremism and Radicalisation are generally safeguarding concerns, CASP recognizes that there may be cases where a child is at direct risk of harm or neglect. This could manifest through risky behaviours, group associations, or exposure to extremist views at home or in the community. All



adults at CASP, including visiting staff, volunteers, contractors, and students on placement, are obligated to report any concerns about a child's potential risk of harm, neglect, or extremism to the Designated Safeguarding Lead or Headteacher.

Forced marriage and honour-based abuse/violence:

CASP acknowledges that children and young people may face domestic abuses intended to force them into marriage or punish them for perceived dishonour. Forced marriage of children is considered a child protection issue. In such cases, CASP staff must make direct referrals to the Designated Safeguarding Lead or Headmaster, refraining from contacting the parents.

Training:

To enhance awareness and response capabilities, CASP conducts whole-organization in-service training on safeguarding issues at least every three years. The next CP INSET session for all staff is scheduled for January 2022. Newly recruited staff and trustees receive an orientation on this policy and are encouraged to attend the Child Protection session in relevant Local Safeguarding Children Board (LSCB) induction programs. The Designated Person and deputies attend the LSCB's dedicated induction course and undergo refresher training at least every two years. Designated staff are also encouraged to participate in network meetings and the multi-agency training program organized by the Southwark Area Child Protection Committee (LSCB).

Recruitment policy:

Camberwell After School Project is dedicated to establishing a secure organization through robust recruitment practices. All staff recruited undergo appropriate identity, qualification, and health checks. We ensure the required level of DBS check is confirmed and obtained before the applicant starts employment, with any concerns reported to the Child Protection Team. References are verified, and DBS checks are conducted every three years. CASP exclusively engages employment agencies with effective vetting processes, reporting any misconduct to both the agency and the LSCB.

New staff members receive a copy of this policy upon joining, and the Staff Handbook outlines CP procedures.

Volunteers:

All volunteers engaged by CASP undergo reasonable vetting procedures and Criminal Records Checks, or, when not applicable, provide references and sign a declaration regarding criminal history. Volunteers operate under the direct supervision of established staff, following the same code of conduct as paid employees. They are not assigned responsibility for the personal care of children. Voluntary sector groups working within CASP adhere to this policy or a compliant one. Premises lettings are contingent on accepting this requirement.

Staff code of conduct:

Staff, both paid and voluntary, adhere to a code of conduct in interactions with children and families. Children are treated with respect, and discipline aligns with the organization's Behavioural Management Policy. Physical contact is exercised cautiously, following DfES and LSCB guidance. First Aid is administered only by qualified personnel, with another adult present whenever necessary. Intimate care involving a male staff member necessitates a female colleague's presence. All non-routine personal care is recorded and shared with parents/carers promptly.



Staff exercise caution in solo situations with children and maintain open doors during activities, except when confidentiality requires otherwise. Home visits require the knowledge and approval of the Chief Executive Officer.

Personal contact outside the organization is monitored, with staff refraining from disclosing personal contact details or engaging in conversations via personal devices or online platforms with children or parents.

Contractors' policy:

Building contractors engaged by CASP for on-site works are informed of our safeguarding policy and its importance. Long-term contractors working regularly on CASP premises during term time are requested to consent to DBS checks.

This policy will be reviewed and updated in: March 2025

Designated Person: Carmen Lindsay Position: Chief Executive Officer

Deputy Designated Officer: Jennies Patterson – After School Manager

Deputy Designated Officer: ... – Martina Konecna - Beanstalk Climbers Nursery Manager

Designated Officer for Trustee: Angela Clarke Chairperson