



WN7 OUTREACH CIC: Safeguarding Young People Policy

1. WN7 OUTREACH CIC acknowledges its responsibility to safeguard the welfare of every young person entrusted to its care and is committed to working to provide a safe environment for all participants.
2. Key principles of our Safeguarding policy are that:
 - The participant's welfare is, and must always be, the paramount consideration.
 - All young people have a right to be protected from abuse regardless of their age, gender, disability, culture, language, racial origin, religious beliefs, or sexual orientation.
 - All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.
 - Working in partnership with other organisations, young people and their parents/guardians or carers is essential.

We acknowledge that every person who participates in our activities should be able to take part in an enjoyable and safe environment and be protected from poor practice and abuse. WN7 OUTREACH CIC recognises that this is the responsibility of every person involved in our organisation.

3. WN7 OUTREACH CIC has a role to play in safeguarding the welfare of all people associated with the organisation by protecting them from physical, sexual, or emotional harm and from neglect or bullying. It is noted and accepted that this applies to everyone whether in a paid or voluntary capacity.
4. We endorse and adopt safeguarding and best practice guidelines for recruiting volunteers and will:
 - Develop a role profile.
 - Request identification documents.
 - As a minimum and where possible conduct interviews in person before appointing.
 - Request and follow up with two references before appointing.
 - Require an Enhanced Disclosure where appropriate in line with local authority guidelines.

All WN7 OUTREACH CIC Directive Staff with direct access to young people will be required to complete an Enhanced Disclosure check.

If there are concerns regarding the appropriateness of an individual who is already involved or who has approached us to become part of WN7 OUTREACH CIC, guidance will be sought from the local authority.

It is accepted that local authorities aim to prevent people with a history of relevant and significant offending from having contact with young people and adults the opportunity to influence policies or practice with children or young people. This is to prevent direct sexual or physical harm and to minimise the risk of grooming' within any form of activities.

- 5 WN7 OUTREACH CIC supports Local Authority whistle blowing policies. Any person with concerns about a colleague can 'whistle blow' by going direct to the police, social services, or the NSPCC. WN7 OUTREACH CIC encourages everyone to know about it and utilise it if necessary.
- 6 WN7 OUTREACH CIC acknowledge and endorse the identification of bullying as a category of abuse. Bullying of any kind is not acceptable at our organisation. If bullying does occur, all participants, parents or guardians should be able to know that incidents will be dealt with promptly.
- 8 Codes of Conduct for Directive Staff and Participants have been written and will be adhered to at all times.

9 Safer Working Practice – As Wigan Metropolitan Borough Council is our recognised local authority. WN7 Outreach CIC encompasses their practices and escalation process as apart of our own policy. Therefore, to ensure the safety of children in our care we will:

- Not allow children in our care to be left alone with another person, without the prior consent of the parent and/or carer, such as an assistant or emergency backup for example.
- Have an 'Existing Injuries Log', which parents are required to sign to say they have made us aware of an accident or incident occurring whilst the child was not in our care.
- Maintain records of any concerns we have.
- Keep up to date with safeguarding children issues through training and regularly visiting Wigan's Safeguarding Children's Board (WSCB) website <http://www.wiganlscb.com/>
- Not ask leading questions should a child make a disclosure to us.
- Request parent's permission for children to be photographed and ensure that children are not photographed where permission is not granted.
- Keep appropriate and accurate records on each child and keep them safe and secure.
- Ensure all visitors sign the visitor's book, and do not have unsupervised access to the children during our sessions.
- Record any accident/incident/injury in the Accident/Incident Log; and request parents to sign and date these records to confirm that they have seen the details.
- Supervise children appropriately, in accordance with their age and stage of development.

Local authority escalations: LADO (Local Authority Designated Officer) The LADO manages cases where allegations are made against adults who work with children and young people. If an allegation is made against the child supervisor or any other person working on our premises or working directly with the children, we will:

- Contact the Local Authority Designated Officer (LADO) On 01942 486042 within one working day.
- If it is a serious allegation and/or includes current injury, risk of losing forensic evidence, danger to the child, we will contact the police first, then the LADO and make a referral to the Specialist Assessment Team on 01942 8282300.
- We will also contact the LADO if I observe inappropriate behaviour displayed by any other person caring or working with children. For example, inappropriate sexual comments, excessive one to one attention beyond the requirements of their usual role and responsibilities or inappropriate sharing of images.

WMBC Early Help - When different professionals are involved with children, young people, and families it is important to make sure that these services work together to listen to the voice of the family and get the right support in place. The new 'Early Help' process replaces the former Common Assessment Framework. Early Help is completed with parents to identify what additional services a child and family might need. Early Help will only be completed with the child's and/or parents' permission. WN7 Outreach CIC will contact the Early Intervention and Prevention referral team on 01942 486262 to establish whether Early Help already exists. Early Help forms via Wigan Council's website - <https://www.wigan.gov.uk/Resident/Health-Social-Care/Children-and-young-people/Early-Help.aspx> If at any time during the course of completing Early Help, we are concerned a child has been harmed or abused or is at risk of being harmed or abused, we will follow WSCB's procedures such as 'The 0 – 19 Gateway' in Wigan operates a single referral point into early intervention and prevention services. We can make a referral into the Gateway to request support from a Gateway Worker.

- Locality 1 (Shevington, Standish, Aspull, Wigan North) 01942 486097.
- Locality 2 (Billinge, Orrell, Winstanley, Wigan South) 01942 487080.
- Locality 3 (Ashton, Bryn, Abram, Platt Bridge, Hindley) 01942 487979.
- Locality 4 (Leigh, Lowton, Golborne) 01942 200899.
- Locality 5 (Astley, Tyldesley, Atherton) 01942 486344.

- 10 All queries and concerns should be forwarded to the WN7 OUTREACH CIC Safeguarding Team:

WN7 Outreach CIC Safeguarding Lead:
Anthony Doyle 07770 613231. tonydoyle17-11@outlook.com

WN7 Outreach CIC Deputy Safeguarding Lead:
Dale Boydell 07432 889266. dnb9601@gmail.com

- 11 WN7 Outreach CIC receive regular support and advice from many sources on child safeguarding best practices and statutory requirements, these include:

- WMBC HAF Safeguarding Support & Advice Lead - Doug Walmsley 07786822125 – HAF@wigan.gov.uk
- WMBC Social Care Team - Monday to Sunday (24 hours): 01942 828300.
- NSPCC Child Protection 24-Hour Helpline 0808 800 5000.
- Greater Manchester Police: 0161 872 5050.
- Parentline Plus: 0808 8002 222.

Anthony Doyle
Managing Director 2024.