

SALEM ACTIVITY BREAKS

Safeguarding Policy



1.0 INTRODUCTION

1.1 TAO Adventure Therapies Ltd is a for-profit organisation run by: Mr Matthew Leahy that runs under the brand name Salem Activity Breaks.

1.2 TAO Adventure Therapies Ltd is based at: 51 St. John Street, Ashbourne, Derbyshire, England, DE6 1GP.

1.3 TAO Adventure Therapies Ltd is managed by a management team (the Team). Our Designated Safeguarding Lead is Thomas Kembery, along with our Deputy Designated Safeguarding Lead Olivia Cree.

1.4 Staff and volunteers have a responsibility for the safety of the children/young people using our services. As a company we expect all working employees at TAO Adventure Therapies Ltd to support it and comply with it. Consequently this policy shall apply to all staff, managers, trustees, directors, volunteers, students or anyone working on behalf of TAO Adventure Therapies Ltd.

2.0 PURPOSE OF POLICY

2.1 TAO Adventure Therapies Ltd (we) are committed to preventing and responding to risks of harm, and to promoting the welfare all individuals who receive any service from us, including those who are the children of adults who may receive services from us.

2.2 This safeguarding policy is based on the safeguarding laws of England, Wales and Scotland, including related guidance issued by the UK government and relevant governmental departments, agencies and public bodies. If this policy is at any time inconsistent with this body of law, Salem will act to meet the requirements of up to date safeguarding laws in priority to the requirements set up in this policy.

2.3 As an organisation we believe that no person should experience abuse or harm and are committed to the protection of people and this policy is intended to provide guidance and overarching principles to those who represent us as volunteers or staff, to guide our approach to child protection and safeguarding.

2.4 To have a child centred approach to safeguarding, young people have stated that they need the following:

- Vigilance: to have adults notice when things are troubling them.
- Understanding and action: to understand what is happening; to be heard and understood; and to have that understanding acted upon.
- Stability: to be able to develop an ongoing stable relationship of trust with those helping them.
- Respect: to be treated with the expectation that they are competent rather than not.
- Information and engagement: to be informed about and involved in procedures, decisions, concerns and plans.
- Explanation: to be informed of the outcome of assessments and decisions and reasons when their views have not been met with a positive response.
- Support: to be provided with support in their own right, as well as a member of their family
- Advocacy: to be provided with advocacy to assist them in putting forward their views
- Protection: to be protected against all forms of abuse and discrimination and the right to special protection and help if a refugee

3.0 DEFINING SAFEGUARDING

4.1 'Safeguarding' is the action that is taken to promote the welfare of children/vulnerable people and prevent/protect them from harm.

The NSPCC describes safeguarding as:

- protecting children/vulnerable people from abuse and maltreatment
- preventing harm to children's health or development
- ensuring children grow up with the provision of safe and effective care
- taking action to enable all children and young people to have the best outcomes.

Child protection is part of the safeguarding process. It focuses on protecting individual children identified as suffering or likely to suffer significant harm.

4.0 RISKS TO CHILDREN/VULNERABLE PEOPLE

4.1 We recognise the importance of this commitment to safety and welfare and further are committed to safeguarding all beneficiaries without discrimination due to an individual's age, race, disability, religion or belief, sex, gender reassignment, pregnancy or maternity leave status, marriage and civil partnership status or sexual orientation.

4.2 Many children/young people grow up in safe and happy environments and it is important not to exaggerate or overestimate the dangers. Nevertheless, there are situations where children/people need protection, including:

- Sexual abuse
- Grooming
- Physical and emotional abuse and neglect
- Domestic violence
- Inappropriate supervision by staff or volunteers
- Bullying, cyber bullying, acts of violence and aggression within our schools and campuses
- Victimisation
- Self-harm
- Unsafe environments and activities
- Crime
- Exploitation
- Sexting
- Female Genital Mutilation
- Child Sexual Exploitation

4.3 Early Help - Certain authorities offer an early help and intervention initiative. This is briefly explained as a collection of services available to help support a family and prevent a situation from escalating. A network of communication amongst the family and professionals. Early help is preventative, by providing support to families when a need is identified or as soon as a problem emerges at any point in a child's life, from conception, through childhood and into adolescence. It can also prevent further problems arising by building resilience with families to find their own solutions in the future.

5.0 UNIVERSALITY OF PROTECTION

We recognise that:

- The welfare of the child is paramount
- All children regardless of race, gender, religious belief, disability, age, sexual orientation or identity have a right to equal protection from harm.
- Some children are more vulnerable to harm as a result of their circumstances, prior experiences, communication needs or level of dependency.
- Working with children, young people, their parents and/or guardians, carers or other agencies is essential to protecting their wellbeing.

6.0 SAFEGUARDING CHILDREN/VULNERABLE PEOPLE AT EVENTS/ACTIVITIES

6.1 There are three kinds of events/activities:

- Those open to adults and children of all ages,
- Those for children accompanied by a 'guardian',
- Those for unaccompanied children, which are sometimes run alongside other events/activities.

I) At open events and activities open to all ages - Young people aged below 18 must be accompanied by at least one member of staff, unless permission has been granted by the social worker or local authority in writing.

II) At events and activities for children accompanied by a 'guardian' - Children under 16 must be supervised throughout the event by at least one staff member, unless permission has been granted by the social worker or local authority in writing.

III) At events and activities for unaccompanied children - Children under the age of 16 must be enrolled by a staff member before being left with the event leader, however staff must stay onsite at all times. The enrolment must record the child's name, age and address and the names and addresses of the child's guardians, plus the staff member/s mobile telephone numbers. Young people aged 16 or 17 may attend unaccompanied if permission has been granted by the social worker or local authority.

6.2 Both event and activities are to be defined broadly to include any occasions where TAO ADVENTURE THERAPIES will be providing a service.

7.0 SAFER RECRUITMENT & TRAINING

7.1 TAO Adventure Therapies Ltd complies with all the requirements of safer recruitment and schedule 2 (as laid out in government guidance for children's home recruitment) , in order to ensure the safety and wellbeing of all service users.

7.2 The purpose of safer recruitment is to identify, deter and reject people who are at risk of abusing children or vulnerable adults; your service users.

7.3 DBS checks are an essential component to safer recruitment. As all employees could potentially have unsupervised contact with a child/vulnerable person, all employees are therefore required to undergo an enhanced DBS check under the Safeguarding Vulnerable Groups Act 2006,

7.4 All employees will complete compulsory, comprehensive safeguarding training, prior to working with any child/young person, to ensure we are providing all the necessary information and tools for them to identify, prevent and report any safeguarding concerns.

7.5 All information on safer recruitment can be found in our safer recruitment policy.

8.0 IDENTIFYING & REPORTING A SAFEGUARDING CONCERN

8.1 TAO Adventure Therapies Ltd will take very seriously any allegation of impropriety on the part of any member of our organisation. A member of TAO Adventure Therapies Ltd who discovers anything amiss, should get in touch immediately with the Designated Safeguarding Lead and provide details of the following:

- Details of the situation
- All persons that are involved
- Dates of events
- Times of events
- A written record of any disclosures - providing exactly what the child/young person has disclosed, without changing any wording.

Failure to take this action will be a breach of our procedures and could result in dismissal.

When taking details of a child/young persons disclosure, staff must:

- Ask no leading questions
- Be supportive and attentive
- Make no promises to keep the information secret or to yourself
- Ensure all reports are filled out using the exact words the young person uses

This is to be recorded on the significant event form which will be reviewed by the DSL and inform LADO should this be necessary.

If necessary or requested by LADO, the member of staff will be, transferred to duties where they don't come into contact with children or a specific child, or, relieved of duties until the investigation has concluded. The employee can contest the outcome, however when the outcome is finally agreed, we shall then follow the recommendations of LADO and follow DBS guidelines if appropriate.

The management team will review the allegation and the likely risk to children/young people and, if appropriate, will consider banning the member from future events or revoking his or her placement or both, but only in full accordance with the rules and procedures of TAO Adventure Therapies Ltd.

8.2 TAO Adventure Therapies Ltd will maintain systems to track and monitor incidents, accidents, disciplinary actions, complaints, and safeguarding concerns.

8.3 Patterns of potential harm or recurring incidents will be identified and addressed through appropriate action, which may include staff training or changes in procedures.

9.0 HEALTH AND SAFETY ASPECTS OF SAFEGUARDING CHILDREN/YOUNG PEOPLE

9.1 For any child/young person under the care of TAO Adventure Therapies Ltd, we have risk assessments carried out for the following:

- Any accommodation to which the child/young person is staying in.
- Any Indoor/outdoor activities to which the child/young person will be participating in.

All staff will then take steps to minimise all risks to health and safety and children/young people will be made aware of any particular risks and of the steps to be taken to minimise those risks.

9.2 The management team will keep a record of all risk assessments, which will be regularly reviewed.

The company aims to be inspected by AALA, inline with HSE policy, and have a licence inline with statutory requirements.

10.0 PREVENTION OF BULLYING

10.1 We will not tolerate the bullying of children/young people either by adults or by other children/young people. If any incident of child-on-child bullying should arise at a TAO Adventure Therapies Ltd event, those involved will be separated immediately and asked to leave with their designated staff members. The management team will review all incidents of child-on-child bullying and assess the likely future risk to children. If appropriate, the Team will consider banning a child from future events, but only in full accordance with the rules and procedures of TAO Adventure Therapies Ltd.

10.2 Allegations of adults bullying children will be dealt with under paragraph 10.1 above.

11.0 PHOTOGRAPHING CHILDREN

11.1 TAO Adventure Therapies Ltd will adopt the following policy towards taking and using photographs of children/young people:

- Photos will be taken as a means of evidencing work, where these will be saved to the young person's individual file, and then passed on to the individual's guardians if necessary or requested.

- If we wish to use photos for marketing or promotional purposes on social media, we will only do so once we receive written informed consent under the child/young persons essential information document.

12.0 MANAGING BEHAVIOUR, DISCIPLINE AND ACCEPTABLE RESTRAINT

12.1 Adults supervising children/young people at TAO Adventure Therapies Ltd events must never use any form of corporal punishment.

If a physical intervention is absolutely necessary to prevent injury to any person or to prevent serious damage to property, then a physical intervention may be used.

All staff must undergo annual PI training through LUPE training (as outlined in our PI Policy), to ensure the utmost safety and consistency of any physical intervention used.

12.2 Unacceptable behaviour at TAO Adventure Therapies Ltd events for children/young people will generally be stopped by separating the young people from each other and from the group.

12.3 TAO Adventure Therapies Ltd may apply a further disciplinary sanction; namely the banning of the child/persons from one or more future events over the following 18 months.

Any such

sanction would be determined and applied by the following officer:

Mr Thomas Kembery

12.4 A guardian who is aggrieved by this ban may appeal to TAO Adventure Therapies Ltd who will hear the views of all relevant persons. The decision of TAO Adventure Therapies Ltd is then final.

13.0 PRESERVING EVIDENCE & SHARING INFORMATION

13.1. Evidence related to reported safeguarding concerns, including care records, will be carefully preserved as they may be required for future investigations by local authorities or law enforcement.

13.2. Careful documentation and preservation of evidence will be conducted in compliance with data protection laws.

13.3 All documentation in regards to safeguarding concerns shall be only shared appropriately with authorised parties while adhering to data protection laws.

14.0 OTHER POLICIES

14.1 This safeguarding policy should be read together with the following policies and resources:

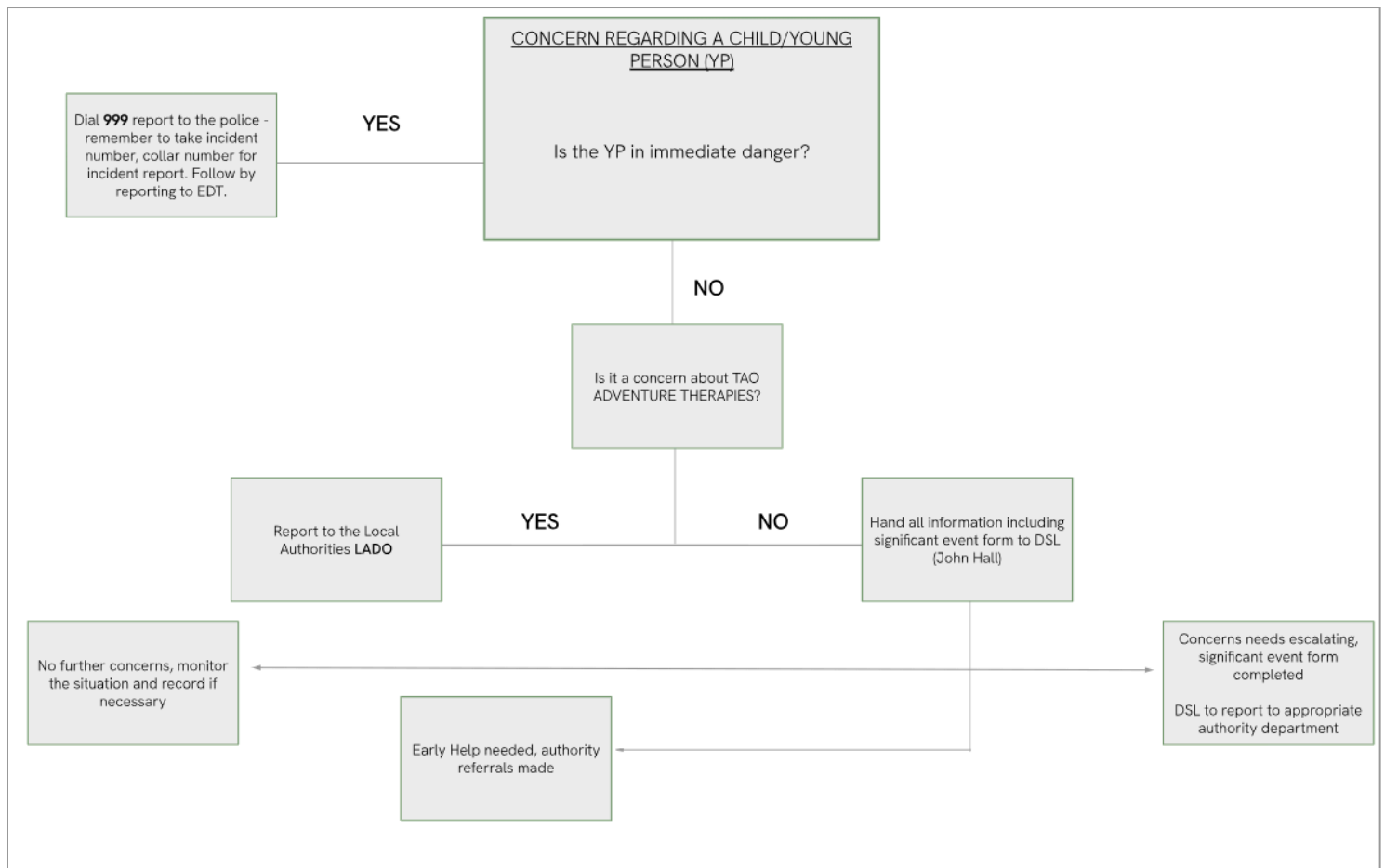
- Code of Practice
- Online Safety
- Physical Intervention policy
- Recruitment Policy
- Bullying policy
- Whistleblowing policy

15.0 LEGAL FRAMEWORK

15.1 This policy has been drawn up in accordance with the following:

- Children Act 1989
- United Convention of the Rights of the Child 1991
- Data Protection Act 1998
- Human Rights Act 1998
- Sexual Offences Act 2003
- Children Act 2004
- Safeguarding Vulnerable Groups Act 2006
- Protection of Freedoms Act 2012
- Children and Families Act 2014
- Information sharing: advice for practitioners providing safeguarding services
- Working together to safeguard children (2017)

16.0 FLOW CHART FOR RESPONSE



16.1 DSL (Thomas Kembery) should inform the reporting person of any outcomes or updates, the reporting person can always approach DSL for this information. If the reporting person is dissatisfied with the outcomes they can approach the authority dept or LADO individually.

16.2 DDSL (Olivia Cree) when Thomas Kembery is unavailable.

17.0 STAFF STRUCTURE IN RELATION TO SAFEGUARDING

DSL – Thomas Kembery (Operations Manager)

DDSL – Olivia Cree (Managing Director - Head of HR)

Managing Director - Matthew Leahy

18.0 REVIEW & UPDATES

18.1 This safeguarding policy has been approved by the TAO Adventure Therapies Ltd will be regularly monitored and reviewed:

- In accordance with changes in legislation and guidance on the protection of children and vulnerable individuals or any changes within TAO Adventure Therapies Ltd.
- Following any issues or concerns raised about the protection of children or vulnerable individuals within TAO Adventure Therapies Ltd.
- In all other circumstances, at least annually.

19.0 CONCLUSION

19.1 TAO Adventure Therapies Ltd is committed to the principles of safeguarding, and this policy is integral to our ongoing efforts to protect the well-being of the children we serve. Safeguarding is a shared responsibility, and we strive to create a safe and nurturing environment where every child can thrive.

Author Name and Title: Managing Director: Olivia Cree

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Approved by: Salem Activity Breaks (by TAO Adventure Therapies Ltd) Management Team