

Tyneside Training services - Child Protection Policy (Safeguarding Young People & Vulnerable Adults)

1.0 Definitions

The Children's Act 1989 defines a child as "a person under the age of 18"

Section 115(4) of the Police Act 1997 states that a person can be considered vulnerable if they are "substantially dependent upon others in performing basic functions, or their ability to communicate with those providing services, or to communicate with others is severely impaired". This may mean that they have a reduced ability to protect themselves from assault, abuse or neglect. This can be as a result of a learning or physical disability (not normally to include dyslexia; a physical or mental illness chronic or otherwise (including an addiction to alcohol or drugs); or a reduction in physical or mental capacity".

An agreed definition of safeguarding 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 that enable children to have optimum life chances and enter adulthood successfully" - Joint Chief Inspectors' report 2008.

2.0 Relevant Legislation

Working Together to safeguard children Rev. 2006

The Children Act 1989 (England & Wales) Children (Scotland) Act 1995

The Children act 2004

Criminal justice & Court Services Act 2000

The Protection of children Act 1999

The Police Act 1997

Data Protection act 1994 & 1998

The Human Rights act 1998

Sexual Offences Act 2003

Safeguarding Vulnerable Groups act 2006

Safeguarding Children and Safer Recruitment in Education DfES 2007

3.0 Introduction

Tyneside Training Services fully recognises its responsibilities for safeguarding young people and vulnerable adults. The company recognises that the welfare of the child is paramount and that all young people without exception have the right to protection from abuse regardless of gender, ethnicity, disability, sexuality or abuse. This policy applies to all staff working for the company.

4.0 Definitions of Abuse

Physical abuse; This may involve hitting, shaking, throwing poisoning, burning or scalding, drowning suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces illness in a young person.

Sexual Abuse; is when a child or young person is pressurised, forced or tricked into taking part in any kind of sexual activity with an adult or young person. This can include kissing, touching the young person's genitals or breasts, intercourse or oral sex. Encouraging a child to look at pornographic magazines, videos or sexual acts is also sexual abuse.

Neglect; is the persistent lack of appropriate care of children, including love, stimulation, safety, nourishment, warmth, education and medical attention. It can have a serious effect on a child's physical, mental and emotional development. For babies and very young children, it can be life-threatening.

Emotional abuse; is when a parent or carer behaves in a way that is likely to seriously affect their child's emotional development. It can range from constant rejection and denial of affection, through to continual severe criticism, deliberate humiliation and other ways of verbally "terrorising" a child.

It's not always easy to identify when a child is being emotionally abused. But the effects are damaging and long lasting. They can lead to serious behavioural, learning, emotional or mental disorders. All of which affect the child's chances of developing into a healthy, well-adjusted adult.

Bullying; may be defined as deliberately hurtful behavior, usually repeated over a period of time, where it is difficult for those bullied to defend themselves. There are three main types of bullying; physical, verbal and emotional.

Signs & Indicators of Abuse

Physical Abuse: Bruises, Black eyes and broken bones are obvious signs of physical abuse. Other signs might include:

- Injuries that the child cannot explain or explains unconvincingly
- Untreated or inadequately treated injuries
- Injuries to parts of the body where accidents are unlikely, such as thighs, back, abdomen
- Bruising which looks like hand or finger marks
- Cigarette burns, human bites
- Scalds and burns.

If a child is being physically abused, their behaviour may change in one or more of the following ways:

- Become sad, withdrawn or depressed
- Have trouble sleeping
- Behave aggressively or be disruptive
- Show fear of certain adults
- Have a lack of confidence and low self-esteem
- Use drugs or alcohol

Sexual Abuse: Adults, who use children to meet their own sexual needs abuse both girls and boys of all ages. Usually in cases of sexual abuse it is the child's behaviour which may cause you to become concerned although physical signs can also be present. In all cases young people who tell about sexual abuse do so because they want it to stop.

Physical signs of abuse

- pain, itching, bruising or bleeding in the genital or anal areas
- genital discharge or urinary tract infections
- stomach pains or discomfort walking or sitting
- sexually transmitted infections.

Behavioural signs of abuse; These might include a marked change in the child's general behaviour. For example, they may become unusually quiet and withdrawn, or unusually aggressive. Or, they may start suffering from what may seem to be physical ailments, but which can't be explained medically.

- The young person may refuse to attend school or start to have difficulty concentrating so that their schoolwork is affected.
- They may show unexpected fear or distrust of a particular adult or refuse to continue with their usual social activities.
- They may start using sexually explicit behaviour or language, particularly if the behaviour or language is not appropriate for their age.
- The child may describe receiving special attention from a particular adult, or refer to a new, "secret" friendship with an adult or young person

Neglect: There are occasions when nearly all parents find it difficult to cope with the many demands of caring for young people. But this does not mean that their children are being neglected. Neglect involves ongoing, severe failure to meet a child's needs. Here are some signs of possible neglect:

- if the young person seems underweight and is very small for their age
- if they are poorly clothed, with inadequate protection from the weather
- if they are often absent from school for no apparent reason
- if they are regularly left alone, or in charge of younger brothers or sisters.

Emotional abuse can be difficult to measure; and often children who are being well cared for may be emotionally abused by being taunted put down or belittled.

The physical signs of emotional abuse may include:

- A failure to thrive or grow, particularly if the child puts on weight in other circumstances
- Sudden speech disorders
- Developmental delay, either in terms of physical or emotional progress

Behavioral changes may include:

- Neurotic Behaviour; sulking hair twisting, rocking
- Fear of making mistakes
- Self harm
- Fear of parent being approached regarding their behaviour.

5.0 Named Person

The Company Manager, (Allan McNaught) is responsible for safeguarding young people and vulnerable adults. In Allan's absence Matt Parker or Tracey Forshaw will assume

the responsibility of the designated person. The Centre Coordinator (Paul Snaith) is responsible for ensuring safeguarding policies and procedures are in place, available to relevant stakeholders and reviewed on an annual basis.

The role of the named person is to:

- Receive information from staff, young people or parents and record it
- Assess the information promptly and carefully, clarifying or obtaining more information about the matter as appropriate
- Consult initially with the relevant statutory child protection agencies, to test out any doubts or uncertainties about the concerns
- Make a formal referral to a statutory child protection agency or the police.
- Section 13 of this policy lists the appropriate contacts if there are concerns of abuse

It is not in the named person's role to decide whether a young person or vulnerable adult has been abused or not.

6.0 Managing Disclosures

If a young person or vulnerable adult makes a disclosure to any member of staff the following procedures should be followed:

- Listen carefully to what is said
- Make a written record of the observations or the information received as soon as possible after the disclosure. This should be done with Allan McNaught. All records should be timed, dated and signed with the name printed alongside the signature.
- Do not ask questions which may be considered to suggest what might have happened, or who has perpetrated the abuse
- Do not force the young person to repeat what he /she said in front of another person.

7.0 Confidentiality

We recognise that all matters relating to child protection are confidential. The company manager will disclose information to another member of staff on a need to know basis only.

- All staff must be aware that they have a professional responsibility to share information with other agencies to safeguard young people

- All staff must be aware that they cannot promise a young person to keep secrets.

8.0 Recruitment, Selection & Training of Staff

The company has established and robust policies in place for the recruitment and selection of staff. The recruitment of all instructors is subject to a satisfactory enhanced CRB disclosure as determined by the company manager.

We have a trained designated member of staff, who undertakes refresher training every two years.

All staff are trained and understand the child protection procedures and all staff undertake refresher training every three years. *(In line with Safeguarding Children Act 2004).*

9.0 Allegations against Staff

It is a criminal offence for a person over the age of 18 in a position of trust to enter into a sexual relationship with any learner under 18 years old, even if the relationship is consensual.

If a member of staff suspects abuse, whether sexual or otherwise, from another member of staff the Company Manager must be informed.

Depending on the severity of the allegations outside agencies may be informed and / or other staff actions may be invoked under the appropriate procedure.

10.0 Whistleblowing

The company recognises that young people cannot be expected to raise concerns in an environment where staff fail to do so. All staff have a duty to raise concerns, where they exist about the attitude or actions of colleagues.

11.0 Review

This policy is subject to annual review or amendment in line with any legislative changes, or where best practice in this field is identified. ***The current revision of this policy is May 2009 (amended Feb 2010). This policy will be reviewed on an annual basis or sooner to reflect any legislative changes.***

12.0 Related Documentation

Tyneside Training Services Health & Safety Policy - TTSQRM30

Tyneside Training Services Equality & Diversity Policy - TTSQRM30a

Tyneside Training Services Code of Behaviour (*working with young people & vulnerable adults*)-TTSQRM30i

Tyneside Training Services Recruitment & Selection Policy - TTSSYS10

13.0 Tyneside Training Services Named Contacts

Designated Person

Allan McNaught 01912718193

Named deputies

Tracey Forshaw 01912718190

Matt Parker 01912718197

14.0 Useful contacts

Please refer to table in appendix1 for LCSB contacts

Children's Social Care Initial Response Service (IRS)

0191 2772500 (office hours)

0191 2328520 (Emergency Duty Team)

NSPCC Child Protection Helpline 0800 800 5000

Northumbria Police Child Protection Unit 0191454 7555 ext 66264/5/6
(Mon - Fri 8am - 5pm)

Allan McNaught - Company Manager



APPENDIX 1 North East England LCSB Contacts

Newcastle Safeguarding Children Board
Susan Kirkley 0191 277 7485

Northumberland SCB
Andrea Carmichael 01670533503 Professional allegations & Complex Manager

Sunderland SCB
Ron Hogg 5661635 Local Authority Designated Officer

South Tyneside LSCB
Paran Dhiraj 0191 4545021 Safeguarding LADO manager

Durham LSCB
Marilyn Brown 01207562144 Safeguarding LADO Manager

Gateshead LSCB 01914333834

North Tyneside Council LSCB 0191 6437979 or 03001230812