



## **Saxmundham Music and Arts CIC (SMART)**

### **Child Safeguarding and Protection Policy.**

SMART CIC recognises that, under the Children Act 1989 and 2004, it has a duty and responsibility for making arrangements to ensure all its functions are discharged having regard to safeguarding and promoting the welfare of children/young people in their care. A child is anyone up until their 18th birthday.

This document is the Child Protection Policy for Saxmundham Music and Arts CIC (SMART) which will apply to and be followed by all members of the organisation and followed and promoted by those in the position of leadership within the organisation.

The organisation does not undertake activities with children in the absence of their parents/carers, but has the opportunity to observe the young person's/children's welfare within their family setting. A child is anyone up until their 18th birthday. Parents/carers remain responsible for their children's welfare throughout all the work undertaken by the organisation.

We know that being a young person makes them vulnerable to abuse by adults. The purpose of this policy is to make sure that the actions of any adult in the context of the work carried out by the organisation are transparent and safeguard and promote the welfare of all young people.

- The welfare of a child or young person will always be paramount.
- The welfare of families will be promoted.
- The rights, wishes and feelings of children, young people and their families will be respected and listened to.
- Those people in positions of responsibility within the organisation will work in accordance with the interests of children and young people and follow the policy outlined below.
- Those people in positions of responsibility within the organisation will ensure that the same opportunities are available to everyone and that all differences between individuals will be treated with respect.

### **Recognition of Abuse or Neglect**

Abuse or neglect of a child is caused by inflicting harm or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting: by those known to them or more rarely by a stranger.

### **Physical Abuse**

Physical abuse 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 feigns the symptoms, of, or deliberately causes ill health to a child whom they are looking after. This situation is commonly described using terms such as, fabricated or induced illness.

## **Emotional Abuse**

Emotional abuse is the persistent emotional ill treatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only in so far as they meet the needs of another person. It may feature age or developmentally inappropriate expectations being imposed on children. It may involve causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of ill treatment of a child though it may occur alone.

## **Sexual Abuse**

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative (e.g. rape or buggery) or non-penetrative acts. This may include non-penetrative acts. They may include non-contact activities, such as involving children in looking at, or in the production of, pornographic material, or watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

## **Neglect**

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. It may involve a parent or carer failing to provide adequate food, shelter and clothing, failing to protect a child from physical harm or danger, or the failure to ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

## **Domestic abuse**

A referral must be made direct to Children's Social Care if it seems reasonable to suspect that:

- a child sees, hears, experiences or is otherwise aware of domestic abuse – i.e. that domestic abuse is part of their experience of family life. This applies regardless of whether they actually witness any particular event or are physically harmed, and
- the non-abusing parent will not be able – for whatever reason – to ensure the safety and well being of their child without significant professional assistance and support.

## **PREVENT: Vulnerable to radicalisation (VTR) or influenced by Extremism**

Extremism is any form of extremism; this includes extreme right wing views, animal rights issues as well as religious views. It is unhelpful to have a narrow view of who can be VTR. It is important to keep an open mind.

People who are vulnerable to radicalisation come from all walks of life, genders, ages and social groups, income levels, professions etc. There is no profile for someone who could be drawn into terrorism. Some potential signs could include:

- Have they got / had extremist propaganda materials ( DVD's, CD's, leaflets etc.) in their possession
- Do they associate with negative / criminal peers or known groups of concern?

- Are there concerns regarding their emotional stability and or mental health?
- Is there evidence of participation in survivalist / combat simulation activities, e.g. paint balling?

After discussing concerns with an appropriate colleague, where concerns remain that the individual may be vulnerable to violent extremism you must contact MASH on: 0345 6061499. The MASH will notify Special Branch to carry out deconfliction checks and an initial assessment of the VTR prior to any further information gathering on the individual.

UNLIKE SAFEGUARDING YOU MUST NOT DISCUSS CONCERNS WITH THE INDIVIDUAL PRIOR TO REFERRAL

Individuals within the organisation need to be alert to the possible potential risk of abuse of children both within their families and also from other sources including abuse by members of that organisation.

The organisation should know how to recognise and act upon indicators of abuse or potential abuse involving children. There is an expected responsibility for all members of the organisation to respond to any suspected or actual abuse of a child in accordance with these procedures.

It is good practice to be as open and honest as possible with parents/carers about any concerns.

However, you **must not** discuss your concerns with parents/carers in the following circumstances:

- where sexual abuse is suspected
- where organised or multiple abuse is suspected
- where fictitious illness by proxy (also known as Munchausen Syndrome by proxy) is suspected
- where contacting parents/carers would place a child, yourself or others at immediate risk
- If the concern is connected with VTR

**What to do if children talk to you about abuse or neglect**

It is recognised that a child may seek you out to share information about abuse or neglect, or talk spontaneously individually or in groups when you are present. In these situations you must:

- Listen carefully to the child. DO NOT directly question the child.
- Give the child time and attention.
- Allow the child to give a spontaneous account; do not stop a child who is freely recalling significant events.
- Make an accurate record of the information you have been given taking care to record the timing, setting and people present, the child's presentation as well as what was said. Do not throw this away as it may later be needed as evidence.
- Use the child's own words where possible.
- Explain that you cannot promise not to speak to others about the information they have shared.
- Reassure the child that you are glad they have told you, and they have not done anything wrong.
- Explain that you will need to get help to keep the child safe.
- Do NOT ask the child to repeat his or her account of events to anyone.

You can seek advice from the MASH Professional Consultation Line: 0345 6061499

The MASH consultation line is for you to discuss the most appropriate and effective way of providing or obtaining help and support for a child (or adult) you feel is at risk of abuse. This will include advice and guidance about making a referral where necessary, including how to involve parents.

IF YOUR CONCERN IS ABOUT ABUSE OR RISK OF ABUSE FROM SOMEONE NOT KNOWN TO THE CHILD OR FROM THE CHILD'S FAMILY, YOU SHOULD MAKE A TELEPHONE REFERRAL DIRECTLY TO THE POLICE ON 999.

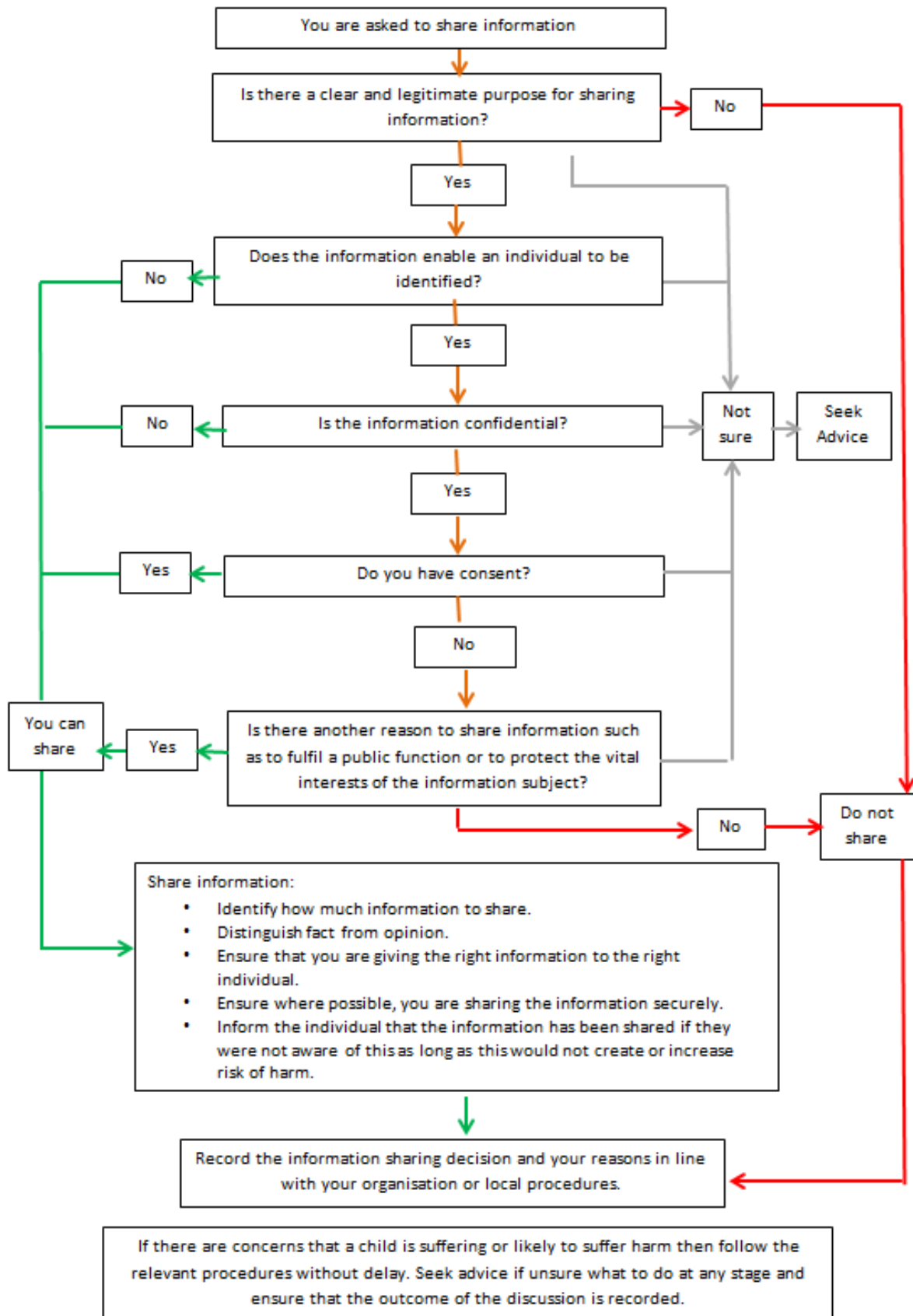
### **Confidentiality**

The organisation should ensure that any records made in relation to a referral should be kept confidential.

Information in relation to child protection concerns should be shared on a "need to know" basis. However, the sharing of information is vital to child protection and, therefore, the issue of confidentiality is secondary to a child's need for protection.

For additional guidance please note our information sharing and referral flowcharts on the following pages.

# INFORMATION SHARING FLOWCHART



## FLOWCHART FOR REFERRAL FOR ACTUAL OR SUSPECTED ABUSE

### Concerns

*Suspicion and or allegation of abuse raised by: child or adult disclosure, observation, report by another person. anonymous communication*

**RECORD Sign and Date**



### Consult

*Speak with the Safeguarding Lead or Deputy in their absence*

***IMPORTANT: It is not your responsibility to decide if abuse has happened. It IS your responsibility to report it to the Safeguarding Lead, or appropriate authority***

**RECORD Sign and Date**



### Action

*DO NOT INVESTIGATE*

*The Safeguarding Lead would normally make the referral. You would only do so if a delay in contacting the Safeguarding Lead would put a child or vulnerable adult at risk. Parents and carers should be advised that you are doing this unless this might put the child at risk or cause any delay in referring. You must notify the Safeguarding Lead asap of any referral you make.*

**Contact: Customer First 03456 066 167 or Police 999 if immediate danger**

**RECORD Sign and Date**



*Confirm*

*DO NOT INVESTIGATE*

*Referrals must be followed in writing using a Multi-Agency Referral Form within 24 hours.  
Send copy of notes/referral to Safeguarding Lead within 24 hours.*

**RECORD Sign and Date**



*Further commitment*

*You may be required to provide other information, as required.*

*Remember all notes are disclosable should a formal or criminal investigation occur.*

*Make sure your notes are dated, professional, separate opinion from fact,*

**RECORD Sign and Date**

SMART CIC Safeguarding Lead is Terry Barrow contact information:

Telephone: 07771 877454

Email: [admin@saxmusicfest.co.uk](mailto:admin@saxmusicfest.co.uk)

**This Policy will be brought to the notice of stakeholder and volunteers at SMART events.**