



Lancashire
Farm Education Centre

THE CHILD PROTECTION AND SAFEGUARDING POLICY AND PROCEDURES

This policy is designed to help all staff meet the duty of care towards all children attending the Lancashire Farm Education Centre and will be reviewed regularly to ensure the children in our care are kept safe from all forms of harm.

Contact details

Nominated child protection lead Name: Elaine Smith

Phone: 07951857404

Qualifications and training –

Level 2 Advanced Safeguarding Children – completed 29th January 2022

Prevent Awareness online training course – completed 5th October 2022

Enhanced DBS Certificate – renewed annually

Certificates are available in the Centre information file and on the website.

This policy was last reviewed on 5th October 2022

Important numbers

Police – 101 non emergency or 999 in an emergency.

NSPCC – 0808 800 5000, text 88858 or email help@nspcc.org.uk.

Lancashire CC 0300 123 6720 or out of hours 0300 123 6722.

UK Anti-Terrorism Hotline phone – 0800 789 321.

Underpinning Legislation

This policy demonstrates Lancashire Farm Education Centres commitment to child protection and compliance with underpinning safeguarding legislation. The main pieces of legislation and guidance underpinning this policy include:

- Working together to safeguard children
- What to do if you are worried a child is being abused
- Information sharing
- Keeping children safe in education

- Prevent duty guidance for England and Wales
- The Equality Act 2010

Supporting documents

This policy should be read alongside guidance as below and our organisational policies and procedures:-

- Farm conduct policy
- Health and safety policy
- NSPCC guidance – [nspcc.org.uk/childprotection](https://www.nspcc.org.uk/childprotection)

Definitions of safeguarding/child protection

Safeguarding means protecting the health, wellbeing, and human rights of children at risk enabling them to live safely, free from abuse and neglect.

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

Safeguarding/child protection statement

Safeguarding and promoting the welfare of children is everyone's responsibility. Everyone in contact with the children and their families has a role to play in safeguarding. The role of the Lancashire Farm Education Centre is to comply with statutory requirements to protect the children in our care and who visit our farm. Examples of how this responsibility will be fulfilled include:

- Keeping this policy up to date and sharing with any staff or volunteers
- Staying up to date with child protection threats and complete regular safeguarding and prevent training
- Follow any local authority advice in relation to child protection and safeguarding concerns.
- For school visits, share any concerns with the teacher in charge of the visit and/or contacting the school's DSL directly.

We aim to ensure that all children, regardless of age, gender, ability, culture, race, language, religion or sexual identity are treated with equal respect and have equal rights to protection.

Thresholds of need

The most recent version of the Lancashire Continuum of Need and Threshold guidance is available in the centre information file.

Signs and symptoms of abuse

We are aware of the four main types of abuse – physical, emotional, neglect and sexual. The Keeping Children Safe in Education 2022 and guidance on the symptoms of abuse and changes in behaviour which might indicate abuse are available in the centre information file.

Action to be taken if there is a safeguarding concern about a child

Children need to feel secure in a safe environment. We are alert to safeguarding concerns in the setting.

For school visits all concerns will be alerted to the teacher in charge of the school trip for them to then follow their school policy and procedures. Direct contact with the school DSL will be made as necessary.

For non-school visits, if we suspect there is a child protection issue, we will take appropriate steps to support the child and record concerns, following advice from the Local Authority, using appropriate documentation when required. Concerns will be reported immediately to the Safeguarding Children Partners.

Contact details are available at the top of this document.

Action to be taken if a child makes a safeguarding disclosure

If a child makes a disclosure related to safeguarding, we will record exactly what was said and report the disclosure to parents and, if relevant, to the relevant agency.

We recognise that where a child's behaviour changes suddenly or over a period of time and / or a child displays behaviour that worries me, this might be a sign of possible abuse or trauma.

Elaine has received safeguarding training which includes how to receive children's disclosures - guidance is available in the centre information file. The Local Authority states that I would normally speak to parents about disclosures – however, I must not speak to parents if I think the discussion might make home life worse for the child or if the disclosure relates to suspected sexual abuse, induced / fabricated illness or FGM.

Action to be taken if a safeguarding allegation is made against me or a family member / staff

If a child or parent makes an allegation against me, staff or volunteers at the Lancashire Education Centre, my family or visitors in the setting, their comments will be recorded and a report will be made to the Local Authority Designated Officer (LADO) who will take over the investigation.

Mobile phone and camera policy

Staff may use mobile phones and cameras in the setting to communicate with parents and to make phone calls in emergencies; photos of children may be shared with parents or the school. Parental permission is requested from parents in relation to sharing group photographs, to comply with data protection legislation. Parental permission is also requested for photographs and videos to be used on social media, website and promotional activities.

Smart watches are not used to monitor emails, phone calls etc during working hours.

Visitors are not left unsupervised and do not use mobile phones or cameras when near the children.

We are aware that safeguarding legislation has made upskirting (taking photos up skirts) a reportable offence.

Supporting vulnerable children

We are aware that children with special educational needs and / or disabilities (SEND) are especially vulnerable to abuse and neglect. Where appropriate, we aim to work closely with parents and other agencies / professionals involved in the child's care.

Whistleblowing

We are aware of the requirement to disclose information if the intention is to keep children safe. Whistleblowing might cover, for example, raising concerns about poor staff practice including disqualification notifications; concerns about inappropriate comments, excessive one-to-one attention beyond the normal or inappropriate sharing of images by a colleague or manager; if I observe poor practice while on an outing; if I am worried about a child in any context.

Practitioners and parents should report concerns to the Local Authority Safeguarding Partners.

The Prevent Duty

Elaine completes annual Prevent training. She is aware of the risks of children being radicalised or exposed to extremism in their family or online. If she is concerned a child is being radicalised or exposed to extremism, she will raise it with the relevant agency within the Local Authority Safeguarding Partners.

To comply with the Prevent Duty requirements, she is required to actively promote British values of democracy, rule of law, individual liberty, mutual respect and tolerance and share information with parents.

Record keeping and ICO registration

Safeguarding and first aid records are kept in line with guidance. Records (paper and online) are stored as securely as possible and confidentially. There is a clear desk policy when there are visitors in the setting. I am registered with the Information Commissioners Office (registration renewed annually).

Partnership working

Data protection legislation is not a barrier to information sharing in a safeguarding / child protection context. I aim to work in partnership with other agencies and / or professionals, to ensure procedures are suitable to identify, assess and support children.

Sharing this policy with parents

Teachers and parents are partners in the setting and the policy is shared to help them understand obligations regarding child protection and safeguarding. External sources of guidance are also signposted for parents, and I am available in the setting to answer parent questions.

This policy is available on the website and a hard copy is available in the Centre file. Policies can also be emailed upon request.

Designated safeguarding lead signature

Signature: Elaine Smith

Date: 5th October 2022

Policy review date: this policy will be updated annually and as required.

Staff signatures

Staff linked to the setting must sign to confirm they have read and understood the Safeguarding Policy. The policy might be used for induction and ongoing safeguarding / child protection training.

Name:

Date:

Signature:

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Name:

Date:

Signature: