



Bedazzle's Child Protection and Safeguarding Policy

It is the policy of Bedazzle to safeguard the welfare of all young people using our services by protecting them from neglect and from physical, sexual and emotional harm. This policy is intended to provide a practical structure for Bedazzle staff to work safely with the charity's users, by providing guidance on professional boundaries in order to protect both Bedazzle staff and users. In addition, the Policy is intended to set expectations for both staff and user's.

For clarity, Safeguarding is defined in Working together to Safeguard Children 2018 as:

- protecting children from maltreatment
- preventing impairment of children's health and development
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care and
- taking action to enable all children to have the best outcomes

For clarity, the term 'staff' refers to paid and volunteer individuals and the term 'user' refers to the children and young people who access Bedazzle's services, as well as our partner organisations.

Bedazzle Principles:

The following principles are central to the working beliefs of all Bedazzle staff:

- the welfare of the user is paramount
- no user or group of users must be treated any less favourably than others in being able to access services which meet their particular needs
- all users without exception have the right to protection from abuse regardless of gender, ethnicity, disability, sexuality or beliefs
- honest and open communications between staff and users at all times
- the policy is reviewed, approved and endorsed by the board of trustees annually, when legislation changes or following an incident or complaint review
- where requested, users are informed of the policy and procedures as appropriate
- all concerns, and allegations of abuse will be taken seriously by trustees, staff and volunteers and responded to appropriately - this may require a referral to children's social care services, the independent Local Authority Designated Officer (LADO) for allegations against staff, trustees and other volunteers, and in emergencies, the Police

What happens if...?

If you suspect abuse, a young person confides in you, or a complaint is made about any adult or about yourself, it is your duty to report the concern. Due to the nature of our work, visiting schools and other Youth organisations it is our policy to pass safeguarding concerns onto the **Designated Safeguarding Lead within the organisation we are visiting**, as well as reporting to our own Safeguarding Team.

If a young person tells you about abuse by someone else:

1. Allow the young person to speak without interruption, accepting what is said
2. Offer immediate understanding and reassurance, while passing no judgement
3. Advise that you will try to offer support but that you must pass the information on
4. Immediately tell your line manager and the Safeguarding Officer
5. Write careful notes of what was said; use actual words wherever possible
6. Sign, date and pass your notes to the Safeguarding Officer
7. Ensure that no situation arises which could cause any further concern and always inform your line manager and the Safeguarding Officer of the action you have taken.

If you have a concern about a young person's safety and well being:

1. Immediately tell your line manager or Safeguarding Officer
2. Write careful notes of what you witnessed, heard or were told
3. Sign, date and pass your notes to the Safeguarding Officer
4. Ensure that no situation arises which could cause any further concern

If you receive a complaint or allegation about any adult or about yourself:

1. Immediately tell your line manager and the Safeguarding Officer
2. Write careful notes of what you witnessed, heard or were told
3. Sign, date and pass your notes to the Safeguarding Officer
4. Try to ensure no-one is placed in a position which could cause further compromise

Note: Any adult associated with Bedazzle has the right to report any concerns, or suspicions about another adult or young person in confidence and free from harassment.

You must refer; you must not investigate.

If in any doubt about policy or procedure please contact the Designated Safeguarding Leads:

Ben Cole on 07854045555 or info@bedazzle.org.uk

Beverley Sokolowski on 07979916485



Code of Good Practice

- DO** put this code into practice at all times
- DO** treat everyone with dignity and respect
- DO** set an example you would wish others to follow
- DO** treat all young people equally – show no favouritism
- DO** plan activities that involve more than one other person being present, or at least are within sight and hearing of others
- DO** follow the recommended adult/young people ratios for meetings and activities
- DO** respect a young person's right to personal privacy
- DO** avoid unacceptable situations within a relationship of trust e.g. a sexual relationship with a young person over the age of consent
- DO** have separate sleeping accommodation for young people, adults and young leaders working with a younger section
- DO** allow young people to talk about any concerns they may have
- DO** encourage others to challenge any attitudes or behaviours they do not like
- DO** avoid being drawn into inappropriate attention seeking behaviour e.g. tantrums and crushes
- DO** ensure a no alcohol policy when young people are in your care – adults and young people
- DO** make everyone aware of Bedazzle's child protection procedures – young people, parents/carers, young leaders and other helpers
- DO** remember this code even at sensitive moments e.g. when responding to bullying, bereavement or abuse
- DO** keep other staff informed of where you are and what you are doing
- DO** remember someone else might misinterpret your actions, no matter how well-intentioned
- DO** take any allegations or concerns of abuse seriously and refer immediately

- DO NOT** trivialise abuse
- DO NOT** form a relationship with a young person that is an abuse of trust
- DO NOT** permit abusive peer activities e.g. initiation ceremonies, bullying
- DO NOT** engage in inappropriate behaviour or contact – physical, verbal, sexual
- DO NOT** play physical contact games with young people
- DO NOT** make suggestive remarks or threats to a young person, even in fun
- DO NOT** use inappropriate language – writing, phoning, email or internet
- DO NOT** let allegations, suspicions, or concerns about abuse go unreported
- DO NOT** just rely on your good name to protect you

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