



## Safeguarding Children Policy

### Aim of the Policy

1. The aim of this Policy is to safeguard children who may be vulnerable or *at risk* by ensuring all employees, trustees and volunteers are aware of the types of behaviour that could constitute abuse and/or harm to vulnerable children; most importantly that they know the procedures that must be followed if/when there are any concerns about treatment of a vulnerable child.
2. All employees, volunteers and trustees working on behalf of RRN have a duty to promote the welfare and safety of vulnerable children.

### Scope of the Policy

3. The policy applies to any children or young people under 18 years of age supported by Rural Refugee Network (RRN). The Rural Refugee Network (RRN) is committed to protecting children and young people who receive RRN's services from harm. This includes the children of adults who use our services.
4. To provide staff and volunteers, as well as children and young people and their families with the overarching principles that guide our approach to child protection

### Statement of Commitment to Principle or Law

5. This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England.

**Children Act – 2004 – Every Child Matters.**

**Data Protection Act**

**Equality Act 2010**

**Human Rights Act**

Statutory guidance for safeguarding and child protection is included in "Working Together to Safeguard Children". The latest version is 2015.



6. Positive action will be taken in the event it comes to light that any member of the organisation is operating policy or practice that is not consistent with best practice. Any practice that is considered harmful or potentially harmful will be reported appropriately.

**We believe that:**

7. Children and young people should never experience abuse of any kind. We have a responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them.
8. The welfare of children is paramount in all the work we do and in all the decisions we take and all children, regardless of age, disability, gender, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse. Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication and language needs or other issues. Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare

**We will seek to keep children and young people safe by**

9. Valuing, listening to and respecting them.
10. Recording, storing and using information professionally and securely, in line with data protection legislation and guidance.
11. Making sure that children, young people and their families know where to go for help if they have a concern.
12. Ensuring all roles in which staff members or volunteers could be in positions of trust are part of the safer recruitment process and with all employees, volunteers and their line managers who are in direct contact with clients will have enhanced DBS disclosures.
13. Ensuring that we provide a safe physical environment for our children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance.
14. Building a safeguarding culture where staff and volunteers, children, young people and their families, treat each other with respect and are comfortable about sharing concerns.
15. The strictest confidentiality is applied to any information about an alleged abuse and may only be only disclosed/shared on an absolute 'need to know' basis.



## Action

16. The RRN CEO is the designated lead child protection person to whom any concerns about any children should be reported immediately. A nominated trustee, namely Katherine Lawrence, will deputise as the designated lead person in the absence of the CEO. They will notify the appropriate agencies if abuse is identified or suspected. They will, where possible, secure the safety of individuals and ensure that all referrals to services have full information in relation to identified risk and vulnerability.
17. Volunteers, employees and trustees will understand that if/when there are any concerns about treatment of children, they will be escalated to the RRN designated safeguarding lead person or the deputy.
18. All RRN volunteers, employees and trustees in direct contact with children will be asked to attend training to include safeguarding. All volunteers/staff will be made aware of the Safeguarding Children Policy statement during introductory training or training review if their work relates to children in anyway. All those involved in any activity in which there is contact with children or young people under the age of 18 must follow best practice (incl risk assessment) which will be part of their training.
19. All employees, trustees, volunteers and those in direct contact with young people under the age of 18 should report immediately to the CEO or her deputy in the event of any concerns in respect of an under 18 with whom they have contact.
20. All employees, trustees and volunteers will receive an induction training, which will give an overview of the organisation, its mission, values, services and structure. All volunteers, employees and trustees will also receive a training about understanding the difference between asylum seekers and refugees. Further training will be provided depending on the nature of their role
21. Recruitment of volunteers will include completion of an application form 'I am interested to volunteer', references, and the 'policies form' read and signed. The line manager is responsible for clarifying with the volunteer and employees their roles and responsibilities about working with vulnerable children with whom they may be in contact. Regular supervision for employee and volunteers will monitor the work and offer the opportunity to raise any issues.

## Contact details

Nominated child protection lead Name: Nadia Potts

Phone/email: [operations@ruralrefugeenetwork.org](mailto:operations@ruralrefugeenetwork.org) - mob 07392762929

Trustee Deputy child protection lead(s)

Name: Katherine Lawrence

Phone/email: 07758 600345 - [research@ruralrefugeenetwork.org](mailto:research@ruralrefugeenetwork.org)

NSPCC Helpline 0808 800 5000

Crimestoppers can be contacted anonymously with any information about crime - phone 0800 555 111

Childline - phone 0800 1111

Local Safeguarding Children's Board



We are committed to reviewing our policy and good practice annually.

This policy was last reviewed: November 2022

RRN Board of trustees

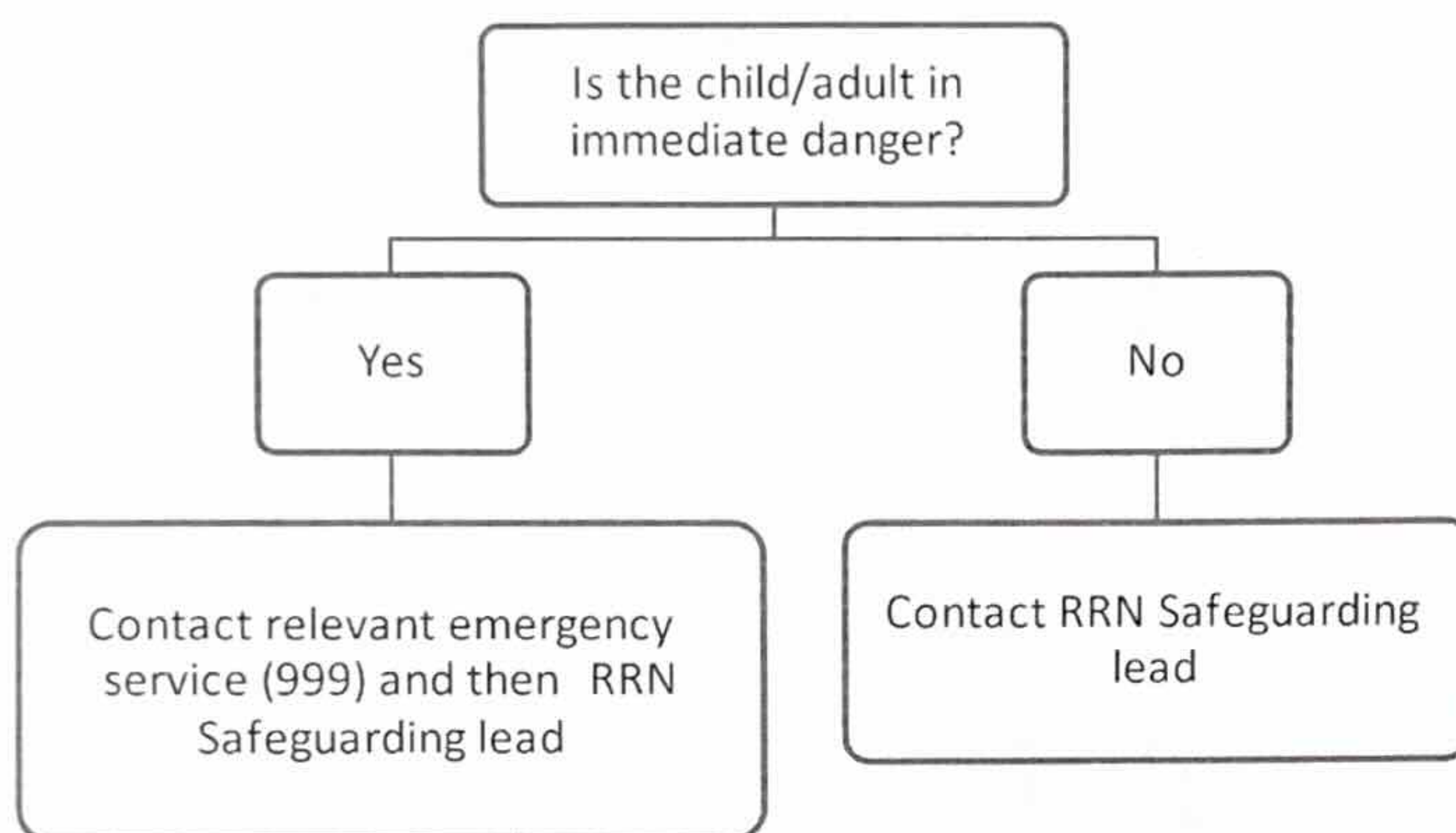
KATHERINE LAWRENCE

Handwritten signature of Katherine Lawrence, consisting of stylized initials 'KL' followed by a horizontal line.

## APPENDIX

### Reporting a safeguarding concern

## Abuse concern or disclosure



Hampshire Children Services

**Monday to Friday, 8.30am to 5pm, phone 0300 555 1384**

**At all other times, contact the out-of-hours service, phone 0300 555 1373**

Professionals should complete the Inter Agency Referral Form (IARF) to report child welfare and safeguarding concerns.

If you think a child or young person under the age of 18 has been or is being abused by a person in a position of trust, contact the County Council's Allegations Officer

<https://www.hampshirescp.org.uk/report-a-concern/> for IOW, Portsmouth and Southampton

If the concerns relate to the conduct of an employee, trustee or volunteer these should be reported to the designated lead person immediately or the deputy lead. Steps will be taken to fully support anyone who in good faith reports his or her concerns about a colleague and every effort will be made to maintain confidentiality for all parties whilst the allegation is being considered.



### What to do next

- Make an immediate and careful record of what has been said, using the child's actual words wherever possible (not your interpretation of them). If you record opinions, ensure they are shown as opinions and that they cannot be mistaken for facts.
- Immediately contact your designated child protection person and advise them of the situation.
  - Do not allow your shock or distaste to show
  - Do not probe for more information than is offered
  - Do not speculate or make assumptions
  - Do not make negative comments about the alleged abuser
  - Do not make any promises you cannot keep, such as promising that "everything will be alright"
  - Do not agree to keep the information secret, although it will only be passed to the appropriate persons
- In exceptional circumstances, where you fear for the immediate safety of a young person and you are unable to get in touch with your designated child protection person (DCPP), contact the local social services department or the police direct and ask to speak to the duty social worker. You should then contact your designated child protection person and inform them of the situation.
- Make a written record that you have reported the situation to your DCPP including the date and time of the report.