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Safeguarding Policy

Introduction

Accountability

Two copies of this policy will be given to all of Families Contact existing and new employees. They will be required to retain the first copy, initial and return the second copy and sign and return the Statement of Commitment.

Principles

1. FAMILIES CONTACT believes that children and young people need safe environments in which they can grow and develop in confidence.
2. FAMILIES CONTACT recognises that organisations working with and supporting children and young people have a duty to keep them safe.
3. FAMILIES CONTACT places safeguarding children and young people and child protection at it forefront all services provided.
4. FAMILIES CONTACT works in accordance with the guidance set out in “Working together to safeguard children” (DfE -21 March 2016. The Guidance makes clear that all those working to support children and their families should follow the guidance.
5. FAMILIES CONTACT is committed to and work towards the objectives as defined in the ‘Child protection legislation.
6. FAMILIES CONTACT believes that children and young people should not be exposed to

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negligence or avoidable risks': SH017 Version: 3 Reviewed:
October 2017.



7. FAMILIES CONTACT recognises that safeguarding and promoting the welfare of children are emotive issues that need to be handled both sensitively and carefully

8. FAMILIES CONTACT is committed to creating and implementing policies and procedures that will ensure where risks need to be taken regarding children and young people, they are both fully assessed and carefully managed.

9. Safeguarding and Child Protection Safeguarding is everyone's responsibility: for services to be effective each professional and organisation should play their full part; and A child-centred approach: for services to be effective they should be based on a clear understanding of the needs and views of children.

FAMILIES CONTACT also believes strongly to the view that safeguarding is everyone's responsibility Everyone who works with children has a responsibility for keeping them safe. No single professional can have a full picture of a child's needs and circumstances and, if children and families are to receive the right help at the right time, everyone who comes into contact with them has a role to play in identifying concerns, sharing information and taking prompt action.

FAMILIES CONTACT endorses the guidance in "Working Together" about the importance of developing a "child centred approach" It states:

"Effective safeguarding systems are child centred. Failings in safeguarding systems are too often the result of losing sight of the needs and views of the children within them, or placing the interests of adults ahead of the needs of children." "Anyone working with children should see and speak to the child; listen to what they say; take their views seriously; and work with them collaboratively when deciding.

How to support their needs. A child-centred approach is supervised by:

- The Children Act 1989 (as amended by section 53 of the Children Act 2004). This Act requires local authorities to give due regard to a child's wishes when determining what services to provide under section 17 of the Children Act 1989, and before making decisions about action to be taken to protect individual children under section 47 of the Children Act 1989. These duties complement requirements

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relating to the wishes and feelings of children who are, or may be, looked after (section 22(4) Children Act 1989), including those who are provided with accommodation under section 20 of the Children Act 1989 and children taken into police protection (section 46(3)(d) of that Act);

- The Equality Act 2010 which puts a responsibility on public authorities to have due regard to the need to eliminate discrimination and promote equality of opportunity. This applies to the process of identification of need and risk faced by the individual child and the process of assessment. No child or group of children must be treated any less favourably than others in being able to access effective services which meet their particular needs;

- The United Nations Convention on the Rights of the Child (UNCRC). This is an international agreement that protects the rights of children and provides a child-centred framework for the development of services to children. The UK Government ratified the UNCRC in 1991 and, by doing so, recognises children's rights to expression and receiving information."

FAMILIES CONTACT is committed to ensuring that all its staff, are aware of, kept up to date with and operate in accordance with good practice in relation with Safeguarding and Child Protection. This will mean that they will have the ability to recognise, respond to, report, record and refer issues of Safeguarding and Child Protection.

Intentions

Managing safeguarding and promoting the welfare of children within FAMILIES will have one named member of staff who will be responsible for ensuring;

That the Policy and its processes are implemented and adhered to. This person is: Taneeka Bennett

FAMILIES CONTACT will also have one person who will have specific responsibilities for all matters referring to Safeguarding and Child Protection. This lead is: Taneeka Bennett.

When recruiting FAMILIES CONTACT employees, who have unsupervised access to children, FAMILIES CONTACT will adhere to a thorough and standardised procedure that will include making appropriate checks with the Disclosure and Barring Service (DBS) which helps employers make safer recruitment

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decisions and prevent unsuitable people from working with vulnerable groups, including children. (It replaced the Criminal Records Bureau (CRB) and Independent Safeguarding Authority (ISA):



- When first joining Families Contact and every three years thereafter – as stated above, this applies to staff.
- Completing and signing a standard application form and a full CV including a written statement of their suitability for the post applied for.
- Signing a personal declaration of eligibility stating any criminal convictions including those considered to be spent.
- Being asked to provide a minimum of two-character references (excluding family members and those that have known the applicant personally for less than two years)
- Reading, understanding, accepting and complying with Families Contact Policy for Safeguarding and promoting the welfare of children as part of the terms and conditions of their appointment as an employee. This procedure must be followed before any appointments are confirmed.
- Any individual undertaking relevant work for FAMILIES CONTACT on a contractual basis will need to demonstrate that they have procedures in place to carry out DBS and or other checks on their staff to an appropriate level.

Families Contact commitment to safeguarding and promoting the welfare of children will also extend to the following:

- FAMILIES CONTACT ensuring that its staff, are all aware of and kept up to date with good practice and procedural changes in relation to DBS checks It will also make its staff aware of any changes and advise them to do the same.

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Education and Training

The FAMILIES CONTACT induction process will include “Safeguarding and promoting the welfare of children” training for all staff. This is mandatory.

Records of all training will be kept at FAMILIES CONTACT Head Office.

Support and Supervision

- All employees with direct access to information about or relating to children will be given on-going supervision.
- All employees will have regular and formal supervision with their Coordinator –this will include one annual appraisal. Safeguarding and promoting the welfare of children: Training for Families Contact staff.
- FAMILIES CONTACT will dispense training for staff and coordinators regularly and at least every three years.
- FAMILIES CONTACT will encourage its staff to operate in accordance with policies and procedures.
- FAMILIES CONTACT will help its staff to be aware of legislation, guidelines and directives updates as and when they are issued.
- FAMILIES CONTACT phone lines are open on 0203 984 8628 (Monday-Friday 9.00am-6.30pm) operating from the FAMILIES CONTACT office) and a dedicated Saturday on Call line 07432 684 693 run by trained members of staff to provide staff with guidance and support when they are working with Safeguarding or Child Protection concerns.

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Sharing Information

FAMILIES CONTACT staff, will follow a procedure that ensures that very safeguarding issue brought to the attention of FAMILIES CONTACT staff is logged correctly and followed up on to ensure that information is shared correctly with the relevant agencies.

Providing Advice and Support

FAMILIES CONTACT will ensure that Safeguarding is a rolling agenda item in all staff supervision. Failing to follow or non-compliance with recognised procedures and good practice in relation to Safeguarding and promoting the welfare of children by Families Contact staff which will generate support, information and training.

In more serious cases involving Families Contact staff, the organisations disciplinary proceedings will be activated by the Chief Executive or their delegated/nominated appointee. In more serious cases involving Families Contact staff and the people involved could be removed from their employment.

Distribution of Families Contact Policy for Safeguarding and Child Protection

A copy of this policy will be:

- Included in the FAMILIES CONTACT Staff Induction.
- Made available to all of Families Contact working partners professionals.

Review of Families Contact Policy for Safeguarding and Child Protection this will take place annually.

Additional changes to take account of new legislation and practice directions will also be made as and when required.

Copies of the revised policy will be made available to Families Contact staff and other professionals

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Statement of Commitment to Families Contact Safeguarding and promoting the welfare of children Policy

This form must be completed by all of Families Contact employees.

staff

Name: ----- (insert full name)

I have read and understood the standards and guidelines outlined in Families Contact Safeguarding and promoting the welfare of children Policy. I agree with the principles contained therein and accept the importance of implementing them in my capacity as an employee.

Print Name:

Signature:

Job Title/Role.....

Date:

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