

Austerfield Study Centre Limited

Safeguarding policy

May 2020

The purpose and scope of this policy statement

The purpose of this policy statement is:

- to protect children and young people who receive ASCL's services. This includes the children of adults who use our services
- to provide parents, staff and volunteers with the overarching principles that guide our approach to child protection.

This policy statement applies to anyone working on behalf of Austerfield Study Centre, including senior managers and the board of directors, paid staff, volunteers, sessional workers, agency staff and students. This policy needs to be read in conjunction with your agencies safeguarding policy, where appropriate.

Legal framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. A summary of the key legislation and guidance is available from [nspcc.org.uk/childprotection](https://www.nspcc.org.uk/childprotection).

We believe that:

- 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.

We recognise that:

- the welfare of the child is paramount
- some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication 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:

- valuing, listening to and respecting them
- appointing a nominated designated safeguarding lead (Karen Hackett) and a lead board member (Sue Rose) for safeguarding
- developing child protection and safeguarding policies and procedures which reflect best practice
- using our safeguarding procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
- sharing information about child protection and safeguarding best practice with children, their families, staff and volunteers via posters and one-to-one discussions
- recruiting staff and volunteers safely, ensuring all necessary checks are made
- providing effective management for staff and volunteers through support and training
- implementing a code of conduct for staff and volunteers
- using our procedures to manage any allegations against staff and volunteers appropriately
- ensuring that we have effective complaints process in place
- 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
- gaining consent from parents/carers on photography and image sharing
- recording and storing information professionally and securely.

Related policies and procedures

This policy statement should be read alongside our organisational policies and procedures, including:

- Children Act 2004
http://www.legislation.gov.uk/ukpga/2004/31/pdfs/ukpga_20040031_en.pdf
- Working Together to Safeguard Children 2018
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/779401/Working_Together_to_Safeguard-Children.pdf

Contact details

Designated Safeguarding officer: Karen Hackett (07414 252454)

NSPCC Helpline 0808 800 5000

Doncaster Social Care
01302 737777 (8.30am - 5pm Monday to Friday)
01302 796000 (outside office hours)

This policy was last reviewed May 2020.

Signed:

Position.....

Date:

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