



## SAFEGUARDING POLICY

LAST UPDATED: January each year or in response to an incident

### BACKGROUND INFORMATION

Name of Organisation: Peat Rigg Outdoor Training Centre CIC

Location: Cropton, Pickering, North Yorkshire. YO18 8EX.

Purpose of Organisation: To provide residential and non-residential Outdoor Courses, predominantly for young people.

### Responsibilities

- Safeguarding is everyone's responsibility
- The Designated Safeguarding Lead (DSL) is **David Shields** and in his absence the person who deputises is **Ian Thorpe**.

### Policy Statement on Protecting Vulnerable adults, children and young people.

Safeguarding and promoting the welfare of children is everyone's responsibility. Everyone who comes into contact with children and their families/carers has a role to play. In order to fulfil this responsibility effectively, Peat Rigg Outdoor Centre will make sure their approach is child centred. This means that we will consider, at all times, what is in the best interests of the child.

Peat Rigg recognises that all young people and vulnerable adults have a right to protection from abuse. Peat Rigg takes seriously its responsibility to protect and safeguard the welfare of vulnerable adults and young people. We will:

- Respond swiftly and appropriately to all suspicions or allegations of abuse, and provide parents and children with the opportunity to voice their concerns
- Have a system for dealing with concerns about possible abuse
- Maintain good links with statutory child-care authorities.

### THE POLICY

Peat Rigg recognises that many vulnerable adults, children and young people today are the victims of neglect, physical, sexual and emotional abuse. Accordingly, Peat Rigg has adopted the policy contained in this document (hereafter "the policy").

The policy sets out agreed guidelines relating to responding to allegations of abuse, including those made against staff and volunteers at Peat Rigg and recognises the need to build constructive links with

the child care agencies. These guidelines have been prepared in accordance with the North Yorkshire Safeguarding Children Board Procedures. They will be kept under review and be supported by appropriate training.

The policy applies to all staff and volunteers who act on behalf of the organisation and who come directly into contact with children. Every individual has a responsibility to inform the Safeguarding Lead or their deputy of concerns relating to safeguarding children. The Safeguarding Lead must decide if the concerns should be communicated to Children's Social Care or the police.

## **DEFINITIONS**

### **Child/Young Person**

Anyone who has not yet reached their 18th birthday. The fact that a child has reached 16 years of age, is living independently or is in further education, is a member of the armed forces, is in hospital or in custody in the secure estate, does not change his/her status or entitlements to services or protection.

### **Vulnerable adult**

A vulnerable adult is someone who is aged 18 or over; Who is or may be in need of community services due to age, illness, or a mental or physical disability; Who is unable to take care of themselves or are unable to protect themselves against significant harm or exploitation.

### **Abuse**

Abuse is a form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others (e.g. via the internet). They may be abused by an adult or adults, or another child or children

### **Physical Abuse**

A form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

### **Emotional Abuse**

The persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

## **Sexual Abuse**

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities including Child Sexual Exploitation (CSE), which may not necessarily involve a high level of violence, whether or not the child is aware of what is happening.

## **Neglect**

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may involve failing to:

- provide adequate food, clothing and shelter (including abandonment);
- protect a child from physical and emotional harm or danger;
- ensure adequate supervision (including the use of inadequate care-givers); or
- ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

## **Awareness of Abuse and Neglect**

All staff and volunteers at Peat Rigg should respond to any suspected or actual abuse of a child in accordance with these procedures.

### **What to do if children talk to you about abuse or neglect**

It is recognised that a child may seek you out to share information about abuse or neglect, or talk spontaneously to individuals or in groups. In these situations, you must:

- Listen carefully to the child. DO NOT directly question the child.
- Give the child time and attention.
- Allow the child to give a spontaneous account; do not stop a child who is freely recalling significant events.
- Make an accurate record of the information you have been given taking care to record the timing, setting and people present, the child's presentation as well as what was said. All information should be given to the DSL and stored in accordance with procedures.
- Use the child's own words where possible.
- Explain that you cannot promise not to speak to others about the information they have shared.
- Reassure the child that:
  - you are glad they have told you;
  - they have not done anything wrong;
  - what you are going to do next.
- Explain that you will need to get help to keep the child safe.
- Children should not be required to provide multiple accounts of events within the organisation

Further; You must:

- Treat all children and young people with respect
- Ensure that, whenever possible, there is more than one adult present during activities which children and young people or at least that you are within sight or hearing of others
- Respect a young person's right to personal privacy

- Recognise that caution is required when you are discussing sensitive issues with children or young people
- Operate within the organisation's principles and guidance and any specific procedures
- Challenge unacceptable behaviour and report all allegations/suspensions of abuse.

**You must not:**

- Have inappropriate physical or verbal contact with children or young people
- Allow yourself to be drawn into inappropriate attention-seeking behaviour/ make suggestive or derogatory remarks or gestures in front of children or young people
- Reach conclusions about others without checking facts
- Either exaggerate or trivialise safeguarding issues
- Show favouritism to any individual

### **What you should do if you suspect abuse**

If you are concerned about a child, you must share your concerns. Initially you should talk to the Designated Safeguarding Lead or their deputy. You should make a note of your concerns and any actions agreed following your discussion with the Designated Safeguarding Lead or their deputy

### **Safeguarding at Peat Rigg: Guiding Principles**

1. The welfare of the child or vulnerable adult is paramount
2. Abuse in any form is never acceptable.
3. In the vast majority of situations, Peat Rigg will be operating in conjunction with a visiting School or other youth organisation. As described in booking information and course briefings, that client organisation has the Duty of Care for the majority of non-instructional time. Peat Rigg will work closely with the client organisation to ensure the welfare and safety of all children, staff, and other adults, both at Peat Rigg and away from site.
4. The safe recruitment of Staff is the first step to safeguarding and promoting the welfare of young people in a residential setting. Please see our *Safe Recruitment Policy* which details how we follow best practice
5. All service users, visitors or residents, whatever their culture, disability, gender, language, racial origin, religious belief and/or sexual identity, have the right to protection from abuse. (Please see *Equal Opportunities policy*)
6. If any member of staff has a significant concern about the DSL or deputising DSL they should inform other appropriate Directors, or North Yorkshire Safeguarding Children Board <http://www.safeguardingchildren.co.uk/> 01609 535187. You should also refer to Peat Riggs Code of Conduct, which includes a section about whistle blowing.
7. In the unlikely event that it is necessary to use physical force to protect a child from physical injury, to prevent a child from harming others, or if any child is injured accidentally, parents and/or the relevant authorities will be informed immediately, and a record made of the circumstances and actions taken. Children will not be punished on a Peat Rigg course by any form of hitting, slapping, shaking or other degrading treatment.

## **Good practice guidelines adopted by Peat Rigg Outdoor Training Centre.**

Because of the infinite variety of situations that occur when working with children on outdoor activity courses this cannot be an exhaustive list, however, Peat Rigg staff will always aim to work to the following principles.

- Always be publicly open when working with children, avoiding situations where they are working on a one to one basis with children where they cannot be seen by others, thereby promoting appropriate relationships with mutual respect and trust.
- Provide exemplary and unambiguous behaviour that others wish to follow and which cannot be misinterpreted in an inappropriate manner.
- If a child, young person or vulnerable adult makes a disclosure to any member of staff they will: treat the disclosure seriously, make notes (or record later if appropriate) and explain that it may be necessary to share the information with the DSL
- Maintain an open-door policy or line of sight with others, when in any building with a small number of children.
- Request consent for administering First Aid
- The use of cameras and other recording devices can be a valuable learning tool and will be used on some courses. Their use will be discussed with each organisation. It is good practice to initiate this conversation at an early stage in their booking process and to check at the beginning of course staff briefing.
- In certain circumstances Peat Rigg staff may use their personal electronic device to take pictures if an opportunity arises, this will be in accordance with other procedures in this policy and the photo deleted immediately after it has been transferred.
- No images or video will be used without prior discussion and the permission of the organisation that the individual belongs to.
- Create a comfortable environment and encourage young people to feel secure enough to be able to discuss any attitudes or behaviour of concern or dislike.
- Avoid taking children alone in a car/minibus. Where this is unavoidable they will ensure that it is with the full knowledge and consent of the parent, Guardian and/or the staff of the relevant organisation.
- Where any form of manual support is required (trust games, night line etc.) this should be done in a very open way and avoiding any situations that may compromise the relationship between staff and young person.
- In situations where adjustment of harnesses, checking of karabiners etc. is required then where possible get the young people to do as much as possible by themselves and if possible, the same sex staff will perform the task.

- This policy will be reviewed annually by the DSL

Peat Rigg staff will **never**:

- Engage in sexually provocative games
- Share a room with a child
- Allow or engage in inappropriate touching of any form
- Allow the use of inappropriate language unchallenged
- Permit abusive peer group activities to take place. (e.g. ridiculing, bullying or *initiation ceremonies*)
- Use any influence to obtain any personal gain or reward.
- Show favouritism to any individual.
- Make sexually suggestive comments to a child even in fun
- Let allegations a child makes go unchallenged, unrecorded, or not acted upon
- Do things of a personal nature that children can do for themselves.
- Cause any child to lose self-esteem by the use of embarrassing, humiliating or undermining behaviour.
- Maintain any inappropriate contact with a child after a course has ended. There must be no contact via Social Media.
- The Peat Rigg office address and e mail address, Peat Rigg phone number, and Peat Rigg social media sites are the only point of contact.
- Any inappropriate contact should be reported immediately to the DSL or deputy

The high staff to client ratio that Peat Rigg operates will, in itself, provide a degree of protection both to clients and to staff.

If, during a course, a child is accidentally hurt, or seems distressed in any manner, appears to be sexually aroused by the actions of a member of staff, or misunderstands or misinterprets something they have done, the member of staff will report any such incident to the DSL as soon as possible and write a report in the Incident Report File. If appropriate, parents and/or staff from the relevant organisation will be informed of the incident.

## **Staff Training and Awareness**

**Peat Rigg Outdoor Centre** will provide all staff with adequate safeguarding training in order to carry out their role and responsibilities under this policy. Individuals within the organisation need to be alert to the potential abuse of children both within their families and also from other sources, including abuse by members of that staff and volunteers.

As part of Peat Rigg training and awareness each member of staff must complete the **Safeguarding Children in North Yorkshire Basic Awareness Course** accessible via [www.safeguardingchildren.co.uk](http://www.safeguardingchildren.co.uk)

On the e-learning section: signup (username and password);

Complete the basic awareness course and once you have passed, print the certificate and hand to the DSL.

Staff will also take the [e Learning Prevent Training Course](#) Once successfully completed, print the certificate and hand to the DSL.

These documents will be held securely in staff files in the office at Peat Rigg.

#### Links to other relevant policies and procedures

[Safer recruitment policy](#)

[Whistleblowing policy](#)

[Code of conduct](#)

[Equality and Diversity Policy](#)

#### Contact details

DSL – David Shields                      01751 417112                      Email; info@peatrigg.org

Deputy DSL – Ian Thorpe                      01751 417112                      Email; info@peatrigg.org