



Child Protection Policy

Review schedule	Every year
Last review	March 2023
Approved by Board of Trustees	3 rd April 2023
Next review due	March 2024
Owner	Karen Roberts

Designated Safeguarding Lead	Karen Roberts	01756 533110 EXT 104 07548300055 karen.roberts@selfa.org.uk
Deputy	Emma Pears	01756 533110 EXT 102 emma.pears@selfa.org.uk
Nominated Trustee responsible for Safeguarding	Judith Holliday	hollidayjudith6@gmail.com

This policy applies to all adults, including volunteers, working for or on behalf of SELFA.

Safeguarding and promoting the welfare of children is EVERYONE'S responsibility. Everyone who comes into contact with children, their families and carers has a role to play in safeguarding children.

In order to fulfil this responsibility effectively, all professionals should make sure their approach is child-centred. This means that they should consider, at all times, what is in the best interests of the child.

Every member of staff, volunteer and trustee have:

- completed the North Yorkshire Safeguarding Children Partnership's "Safeguarding Children Basic Awareness" course
- a copy of the Safeguarding Flowchart
- the confidence to know what to do if concerned about a child
- discussed future training needs
- Ongoing training top ups around safeguarding children and young people
- Up to date DBS checks

SELFA is committed to ensuring the welfare and safety of all children and young people. SELFA follows the North Yorkshire Safeguarding Children Board procedures. The charity will, in most circumstances, endeavour to discuss all concerns with parents about their child/ren. However, there may be exceptional circumstances when we will discuss concerns with Social Care and/or the Police without parental knowledge (in accordance with Child Protection

procedures). SELFA will always aim to maintain a positive relationship with all parents. This Child Protection Policy is available publicly on our website www.selfa.org.uk.

Multi-agency working in North Yorkshire

With effect from 29th September 2019, North Yorkshire Safeguarding Children Partnership amalgamated with North Yorkshire Children Trust Board to form the North Yorkshire Safeguarding Children Partnership (NYSCP). SELFA has an essential role to play in multi-agency safeguarding arrangements NYSCP, and contributes to multi-agency working in line with statutory guidance Working Together to Safeguard Children 2018.

Section 11 of the Children Act 2004 places a duty on all agencies to make arrangements to safeguard and promote the welfare of children.

The Children's Act 2004 highlights promotion of the well-being of children and young people. It also places a duty on all agencies to be proactively involved in the protection of our most vulnerable. This duty is part of a comprehensive programme of change which began with the publication of Every Child Matters: Change for Children (September 2003) focusing on improving the following outcomes for children and young people:

- Be healthy
- Stay safe
- Enjoy and achieve
- Make a positive contribution
- Achieve economic well being

Inter-agency arrangements to safeguard and promote the welfare of children are coordinated and monitored through the North Yorkshire Safeguarding Children Board.

Safeguarding and promoting the welfare of children is defined as:

- Protecting children from maltreatment
- Preventing impairment of children's health or development
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care
- Taking action to enable all children to have the best outcomes.

The Designated Safeguarding Lead:

The Designated Safeguarding Lead (DSL) is: Karen Roberts

And the person who deputises in their absence is: Emma Pears

This policy and procedure will be reviewed every year by the DSL. This will include checking telephone numbers, accuracy of personnel details, and any updates required by a change in local or national policy.

Managing disclosures and referrals

Staff and other adults at SELFA are well placed to observe any physical, emotional or behavioural signs which indicate that a child may be suffering significant harm. The relationships between staff, children/young people, parents and the public which foster respect, confidence and trust can lead to disclosures of abuse, and/or charity staff being alerted to concerns.

Accordingly all concerns indicating possible abuse or neglect will be recorded and discussed with the DSL (or in their absence with the person who deputises) prior to any discussion with parents.

Disclosures or information may be received from children, parents or other members of the public. SELFA recognises that those who disclose such information may do so with difficulty, having chosen carefully to whom they will speak. Accordingly all staff will handle disclosures with sensitivity.

Such information cannot remain confidential and staff will immediately communicate what they have been told to the DSL and make a contemporaneous record. If in doubt about recording requirements staff should discuss with the DSL and follow the Safeguarding Flowchart.

Staff will not investigate but will, wherever possible, elicit enough information to pass on to the DSL in order that s/he can make an informed decision of what to do next.

Staff will:

- listen to and take seriously any disclosure or information that a child may be at risk of harm
- try to ensure that the person disclosing does not have to speak to another member of charity staff
- clarify the information
- try to keep questions to a minimum and of an 'open' nature e.g. 'Can you tell me what happened?' rather than 'Did x hit you?'
- not ask leading questions
- try not to show signs of shock, horror or surprise
- not express feelings or judgements regarding any person alleged to have harmed the child
- explain sensitively to the person that they have a responsibility to refer the information to the senior designated person
- reassure and support the person as far as possible
- explain that only those who 'need to know' will be told
- explain what will happen next and that the person will be involved as appropriate and be informed of what action is to be taken
- share all relevant information on a need to know basis

How to report abuse

Where there are significant immediate concerns about the safety of a child, professionals should contact the police on **999**.

Anyone can make a referral to the North Yorkshire Multi-Agency Screening Team (MAST) if you are worried about any child and think they may be a victim of neglect or abuse, whether as a member of the public or as a professional.

Staff at SELFA have a responsibility to refer a child when it is believed or suspected that a child:

- Has suffered significant harm and/or;
- Is likely to suffer significant harm and/or;
- Has developmental and welfare needs which are likely only to be met through provision of family support services (with agreement of the child's parent).

If you believe the situation is urgent but does not require the police, please call **0300 131 2 131** to make a telephone contact. This is available outside of office hours as the emergency contact too.

A written referral using the universal referral form must be completed and submitted within 24 hours of your telephone call.

You do not need to make a telephone contact prior to submitting a written referral should the situation not be urgent.

Alternatively, there are Early Help consultants based across North Yorkshire. Their role is to offer support, advice and guidance to all Practitioners in the Early Help system. Please call **01609 534842** or email **earlyhelpwest@northyorks.gov.uk**

To make a written referral, a universal referral form must be completed. You must ensure that all relevant information, including parental consent or clear reasons why this has not been obtained, is provided to ensure that the referral can be progressed as effectively as possible. You will receive acknowledgement of your contact being received. Should you not receive this please follow up to ensure your information has been received.

Useful links

[North Yorkshire Safeguarding Partnership](#) (including Universal Referral Form)

[NSPCC Types of Abuse](#)

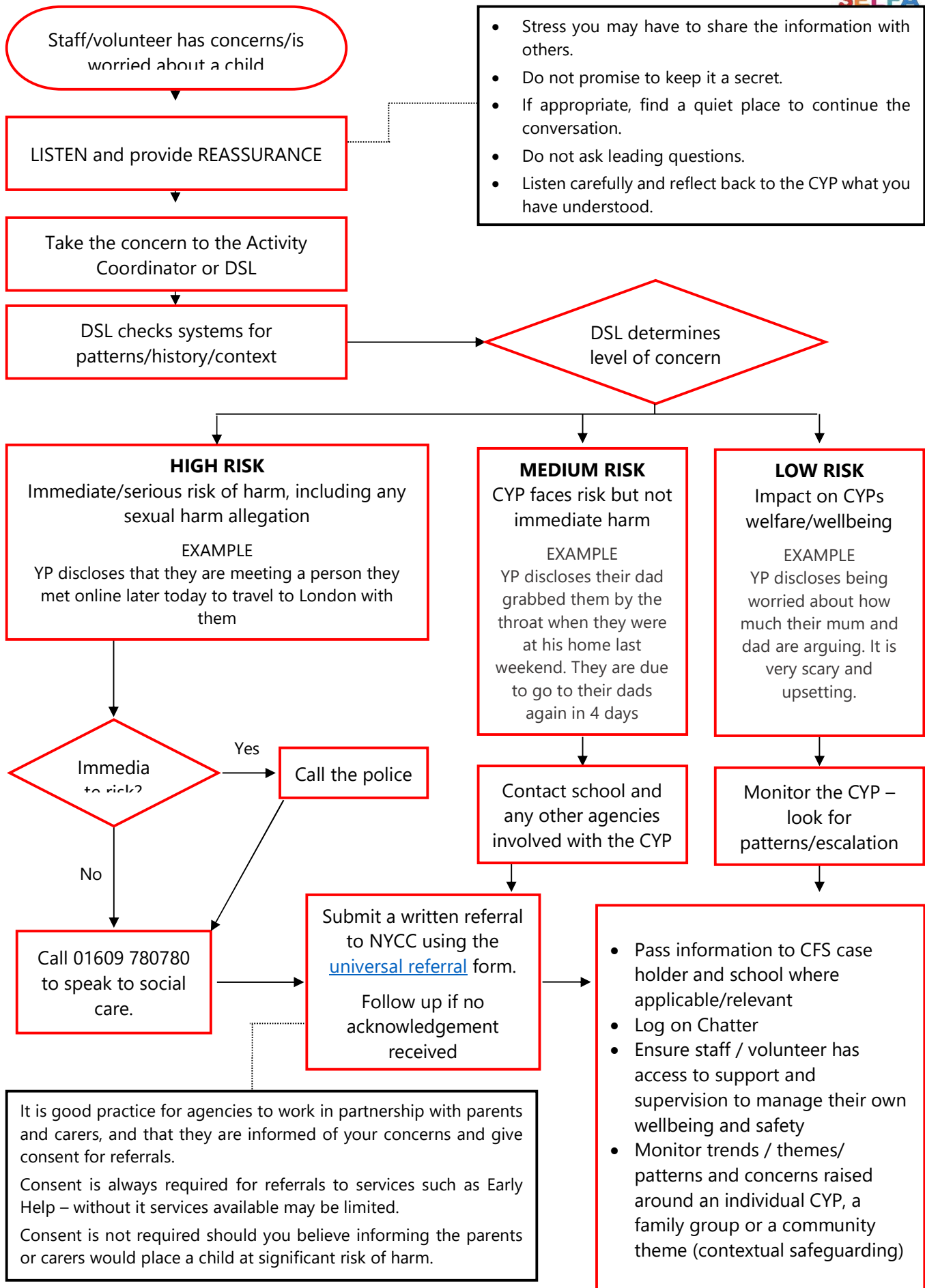
Revision History

Revision date:	Changed by:	Comments
01/12/2021	Karen Roberts	Reviewed – minor updates. Ratified by Trustees 06/12/2021

31/01/2022	Karen Roberts	Reviewed – Early help support line/email address
13/10/2022	Karen Roberts	Reviewed – added that all staff have up to date DBS checks and relevant safeguarding training plus Types of abuse (App1)
03/04/2023	Rosie Hall	Updated phone numbers following creation of North Yorkshire Council
17/05/2023	Rosie Hall	Added full training details. Incorporated flow chart.

Signatures

Name & position	Signature	Date
Karen Roberts Designated Safeguarding Lead	<i>Karen Roberts</i>	18/05/2023
Emma Pears Deputy Safeguarding Lead	<i>Emma E Pears</i>	17/05/2023



- Stress you may have to share the information with others.
- Do not promise to keep it a secret.
- If appropriate, find a quiet place to continue the conversation.
- Do not ask leading questions.
- Listen carefully and reflect back to the CYP what you have understood.

HIGH RISK
Immediate/serious risk of harm, including any sexual harm allegation
EXAMPLE
YP discloses that they are meeting a person they met online later today to travel to London with them

MEDIUM RISK
CYP faces risk but not immediate harm
EXAMPLE
YP discloses their dad grabbed them by the throat when they were at his home last weekend. They are due to go to their dads again in 4 days

LOW RISK
Impact on CYPs welfare/wellbeing
EXAMPLE
YP discloses being worried about how much their mum and dad are arguing. It is very scary and upsetting.

Immediate to risk?
Yes → Call the police

No → Call 01609 780780 to speak to social care.
Call the police → Submit a written referral to NYCC using the universal referral form. Follow up if no acknowledgement received

It is good practice for agencies to work in partnership with parents and carers, and that they are informed of your concerns and give consent for referrals. Consent is always required for referrals to services such as Early Help – without it services available may be limited. Consent is not required should you believe informing the parents or carers would place a child at significant risk of harm.

- Pass information to CFS case holder and school where applicable/relevant
- Log on Chatter
- Ensure staff / volunteer has access to support and supervision to manage their own wellbeing and safety
- Monitor trends / themes/ patterns and concerns raised around an individual CYP, a family group or a community theme (contextual safeguarding)

Appendix 1: Types of abuse

What is physical abuse?

Physical abuse is when someone hurts or harms a child or young person on purpose. It includes: hitting with hands or objects, slapping and punching, kicking, shaking, throwing, poisoning, burning and scalding, biting and scratching, breaking bones, Drowning.

It's important to remember that physical abuse is any way of intentionally causing physical harm to a child or young person. It also includes making up the symptoms of an illness or causing a child to become unwell.

What is emotional abuse?

Emotional abuse is any type of abuse that involves the continual emotional mistreatment of a child. It's sometimes called psychological abuse. Emotional abuse can involve deliberately trying to scare, humiliate, isolate, or ignore a child.

Emotional abuse is often a part of other kinds of abuse, which means it can be difficult to spot the signs or tell the difference, though it can also happen on its own.

TYPES OF EMOTIONAL ABUSE

Emotional abuse includes :humiliating or constantly criticising a child, threatening, shouting at a child or calling them names, making the child the subject of jokes, or using sarcasm to hurt a child, blaming and scapegoating, making a child perform degrading acts, not recognising a child's own individuality or trying to control their lives, pushing a child too hard or not recognising their limitations, exposing a child to upsetting events or situations, like domestic abuse or drug taking, failing to promote a child's social development, not allowing them to have friends, persistently ignoring them, being absent, manipulating a child, never saying anything kind, expressing positive feelings or congratulating a child on successes, never showing any emotions in interactions with a child, also known as emotional neglect.

What is sexual abuse?

When a child or young person is sexually abused, they're forced or tricked into sexual activities. They might not understand that what's happening is abuse or that it's wrong. And they might be afraid to tell someone. Sexual abuse can happen anywhere – and it can happen in person or online.

It's never a child's fault they were sexually abused – it's important to make sure children know this.

Types of sexual abuse

There are 2 types of sexual abuse – contact and non-contact abuse. And sexual abuse can happen in person or online.

Contact abuse is where an abuser makes physical contact with a child. This includes:

- sexual touching of any part of a child's body, whether they're clothed or not
- using a body part or object to rape or penetrate a child
- forcing a child to take part in sexual activities
- making a child undress or touch someone else.

Contact abuse can include touching, kissing and oral sex – sexual abuse isn't just penetrative.

Non-contact abuse is where a child is abused without being touched by the abuser. This can be in person or online and includes:

- exposing or flashing
- showing pornography
- exposing a child to sexual acts
- making them masturbate
- forcing a child to make, view or share child abuse images or videos
- making, viewing or distributing child abuse images or videos
- forcing a child to take part in sexual activities or conversations online or through a smartphone.

[What is neglect?](#)

Neglect is the ongoing failure to meet a child's basic needs and the most common form of child abuse². A child might be left hungry or dirty, or without proper clothing, shelter, supervision or health care. This can put children and young people in danger. And it can also have long term effects on their physical and mental wellbeing.

TYPES OF NEGLECT

Neglect can be a lot of different things, which can make it hard to spot. But broadly speaking, there are 4 types of neglect.

- **Physical neglect**
A child's basic needs, such as food, clothing or shelter, are not met or they aren't properly supervised or kept safe.
- **Educational neglect**
A parent doesn't ensure their child is given an education.
- **Emotional neglect**
A child doesn't get the nurture and stimulation they need. This could be through ignoring, humiliating, intimidating or isolating them.
- **Medical neglect**
A child isn't given proper health care. This includes dental care and refusing or ignoring medical recommendations.

If a child reveals abuse

A child who is being neglected might not realise what's happening is wrong. And they might even blame themselves. If a child talks to you about neglect it's important to:

- listen carefully to what they're saying
- let them know they've done the right thing by telling you
- tell them it's not their fault
- say you'll take them seriously
- don't confront the alleged abuser
- explain what you'll do next
- report what the child has told you as soon as possible.

Appendix 2: Signs of abuse

Signs of physical abuse

Bumps and bruises don't always mean a child is being physically abused. All children have accidents, trips and falls. And there isn't just one sign or symptom to look out for. But it's important to be aware of the signs.

If a child regularly has injuries, there seems to be a pattern to the injuries or the explanation doesn't match the injuries, then this should be reported.

Physical abuse symptoms include:

- bruises
- broken or fractured bones
- burns or scalds
- bite marks

It can also include other injuries and health problems, such as:

- scarring
- the effects of poisoning, such as vomiting, drowsiness or seizures
- breathing problems from drowning, suffocation or poisoning.

Signs of emotional abuse

There might not be any obvious physical signs of emotional abuse or neglect. And a child might not tell anyone what's happening until they reach a 'crisis point'. That's why it's important to look out for signs in how a child is acting. As children grow up, their emotions change. This means it can be difficult to tell if they're being emotionally abused.

- seem unconfident or lack self-assurance
- struggle to control their emotions
- have difficulty making or maintaining relationships
- act in a way that's inappropriate for their age.

Signs of sexual abuse

Knowing the signs of sexual abuse can help give a voice to children. Sometimes children won't understand that what's happening to them is wrong. Or they might be scared to speak out. Some of the signs you might notice include:

EMOTIONAL AND BEHAVIOURAL SIGNS

- Avoiding being alone with or frightened of people or a person they know.
- Language or sexual behaviour you wouldn't expect them to know.
- Having nightmares or bed-wetting.
- Alcohol or drug misuse.

- Self-harm.
- Changes in eating habits or developing an eating problem

PHYSICAL SIGNS

- Bruises.
- Bleeding, discharge, pains or soreness in their genital or anal area.
- Sexually transmitted infections.
- Pregnancy.

If a child is being or has been sexually abused online, they might:

- spend a lot more or a lot less time than usual online, texting, gaming or using social media
- seem distant, upset or angry after using the internet or texting
- be secretive about who they're talking to and what they're doing online or on their mobile phone
- have lots of new phone numbers, texts or email addresses on their mobile phone, laptop or tablet.

Signs of neglect

Neglect can be really difficult to spot. Having one of the signs doesn't necessarily mean a child is being neglected. But if you notice multiple signs that last for a while, they might show there's a serious problem. Children and young people who are neglected might have:

- Poor appearance and hygiene
- being smelly or dirty
- being hungry or not given money for food
- having unwashed clothes
- having the wrong clothing, such as no warm clothes in winter
- having frequent and untreated nappy rash in infants.
- anaemia

HEALTH AND DEVELOPMENT PROBLEMS

- anaemia
- body issues, such as poor muscle tone or prominent joints
- medical or dental issues
- missed medical appointments, such as for vaccinations
- not given the correct medicines
- poor language or social skills
- regular illness or infections
- repeated accidental injuries, often caused by lack of supervision

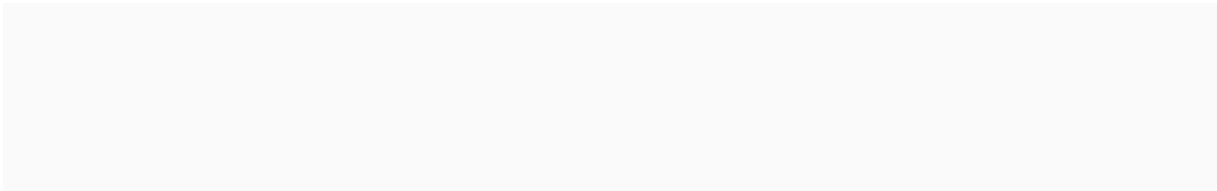
- skin issues, such as sores, rashes, flea bites, scabies or ringworm
- thin or swollen tummy
- tiredness
- untreated injuries
- weight or growth issues

HOUSING AND FAMILY ISSUES

- living in an unsuitable home environment, such as having no heating
- being left alone for a long time
- taking on the role of carer for other family members.

CHANGE IN BEHAVIOUR

- becoming clingy
- becoming aggressive
- being withdrawn, depressed or anxious
- changes in eating habits
- displaying obsessive behaviour
- finding it hard to concentrate or take part in activities
- missing school
- showing signs of [self-harm](#)
- using [drugs or alcohol](#).



TITLE	Child Protection Policy
DOCUMENT ID	231362432010034
DOCUMENT PAGES	12
STATUS	COMPLETED
TIME ZONE	Europe/London

DOCUMENT HISTORY

	Invitations Sent	May 17, 2023 11:42 AM	Sent for signature to (emma.pears@selfa.org.uk) IP: 146.90.17.144
	Invitations Sent	May 17, 2023 11:42 AM	Sent for signature to (karen.roberts@selfa.org.uk) IP: 146.90.17.144
	Process Started	May 17, 2023 11:42 AM	The document has been sent for signature.
	Viewed	May 17, 2023 12:21 PM	Viewed by (emma.pears@selfa.org.uk) IP: 146.90.17.144
	Signed	May 17, 2023 12:22 PM	Signed by (emma.pears@selfa.org.uk) IP: 146.90.17.144
	Viewed	May 18, 2023 11:03 AM	Viewed by (karen.roberts@selfa.org.uk) IP: 146.90.17.144
	Signed	May 18, 2023 11:03 AM	Signed by (karen.roberts@selfa.org.uk) IP: 146.90.17.144

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	Process Completed	May 18, 2023 11:03 AM	The document has been completed.
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