



BIG SIS C.I.C. SAFEGUARDING POLICY

Policy comes in to force:	1st March 2023
Review period:	1 year
1st March 2021	1st March 2024

The purpose and scope of this policy statement

The purpose of this policy statement is:

- to protect children and young people who receive Big Sis C.I.C.'s services from harm.
- 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.

This policy applies to anyone working on behalf of and representing Big Sis C.I.C. including senior managers, paid staff, volunteers, sessional workers and students.

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 this key legislation is available from [nspcc.org.uk/learning](https://www.nspcc.org.uk/learning) and [Working Together to Safeguard Children 2018](#).

Supporting documents

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

guidance and other related documents, including:

1. Role description for designated safeguarding officer
2. [Dealing with disclosures and concerns about a child or young person](#)
3. [Safeguarding Procedures: Managing Allegations Against Staff and Volunteers](#)
4. [Child Protection Records Retention and Storage Policy](#)
5. [Code of Conduct for Staff and Volunteers](#)
6. [Safeguarding Whistleblowing Procedures](#)
7. [Safer Recruitment Policy](#)
8. Photography and Sharing Images Guidance
9. Online Safety Policy
10. Anti-bullying Policy
11. Managing Complaints Policy
12. Health and Safety Policy
13. Induction, Training, Supervision and Support procedures
14. Equal Opportunities and Diversity Policy
15. Disciplinary and Grievance Procedures
16. Data Protection Policy

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 children is paramount in all the work we do and in all the decisions we take
- all children, regardless of age, disability, 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 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 child protection lead for children and young people

and a deputy

- adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for staff and volunteers
- developing and implementing an effective online safety policy and related procedures
- providing effective management for staff and volunteers through supervision, support, training and quality assurance measures so that all staff and volunteers know about and follow our policies, procedures and behaviour codes confidently and competently
- recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made
- recording, storing and using information professionally and securely, in line with data protection legislation and guidance
- making sure that children, young people and their families know where to go for help if they have a concern
- using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
- using our procedures to manage any allegations against staff and volunteers appropriately
- creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- ensuring that we have effective complaints and whistleblowing measures 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
- 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.

Designated Safeguarding Lead

Contact details:

Designated Safeguarding Lead for Big Sis C.I.C:

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