



STEVE BIKO HOUSING CHILD PROTECTION POLICY

1. Statement of Purpose

The introduction of this Child Protection Policy highlights the fact that Steve Biko Housing Association are determined to ensure that all necessary steps are taken to protect from harm, children and young people connected with the organisation.

This policy establishes the Associations role and responsibilities and clarifies what is expected from everybody involved with Steve Biko Housing Association. It very clearly highlights the importance placed by Steve Biko Housing Association in the protection of children and young people.

Every child and young person who participates in the activities of Steve Biko Housing Association should be able to participate in an enjoyable and safe environment and be protected from abuse. This is the responsibility of every adult involved in this organisation. We recognise however, that child abuse is a very emotive and difficult subject. It is important for people to understand the feelings involved but not to allow them to interfere with judgements about any action that may need to happen.

Steve Biko Housing Association recognises its responsibility to safeguard the welfare of all children and young people by protecting them from physical, sexual or emotional abuse, neglect and bullying. It is determined to meet its obligation to ensure that Steve Biko Housing Association provides opportunities for children and young people to do so, with the highest possible standard of care.

This policy is written in line with, The Children Act (1989) Framework for the care and protection of children, Liverpool Working Together to Safeguard Children Framework (1999), The Liverpool Safeguarding Children Board, Liverpool Area Child Protection Procedures Manual 2004), and Liverpool Area Child Protection Protection Procedures Handbook 'Your responsibilities when you have concerns about a child' Liverpool Children's Information Service.

Steve Biko Housing will ensure that:-

- The welfare of the child is paramount
- All children, whatever their age, culture, disability, gender, language, racial origin, religious beliefs and/or sexual identity, have the right to protection from abuse
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately

- All staff (paid/unpaid) working in this organisation have a responsibility to report concerns to the named Child Protection Officer.

2. Key Principles

Steve Biko Housing will take responsibility for:

- Respecting and promoting the rights, wishes and feelings of children and young people. A child is defined as a person under the age of 18 (The Children Act 1989) .
- Ensuring staff working with children and young people undertake eRB check and references are taken up as part of the recruitment process
- Access to training for staff and supervision of volunteer members to adopt best practice to safeguard and protect children and young people from abuse
- Ensuring employees and volunteers adopt and abide by the appropriate codes of conduct and the Child Protection Policy and Procedures outlined within this document by responding to any allegations appropriately
 - Regularly review the policy.
 - Promoting Good Practice

3. Good Practice means:

Working in an open environment, where possible, avoiding private or unobserved situations and encouraging open communication treating all young people equally with respect and dignity

- Always putting the welfare of each, young person first.
- Maintaining a safe and appropriate distance with service users
- Trained staff, qualifications and insurance for activities.
- Positive action rather than negative and judgemental assumptions/criticism
 - Building professional and balanced relationships (it is inappropriate for staff or volunteer to have intimate relationships with children or young people)
 - Involving children, young people, parents and carers wherever possible.
 - Staff and volunteers demonstrating good behaviour as a role model; In establishing a caring environment that complies with best practice In health and safety
 - Giving children and young people enthusiastic and constructive feedback
 - Ensuring parental consent in writing for participation in activities away from organisation, particular when using transport, the organisation is acting in loco parentis in absence of parent or carer.
 - Keeping a written record of any injury that occurs, along with details of treatment given (accident book)

a) A No smoking policy will apply when working with children and young people in your care (under 18's). This includes the purchase, sale or gifting of smoking materials within constraints of the law. For staff breaks etc, areas where smoking is permitted will be clearly designated.

a) The purchase, sale and gifting or consumption of alcohol and substance abuse including taking of recreational drugs are not permitted when working with children and young people in your care.

4. Named person for child protection

All members of the Steve Biko Housing Association will be made aware of the Child Protection Officers name and contact details.

5. If you are concerned about a child

What should you do if a young person reports abuse to you:

If someone discloses that they are being abused, or a third party discloses abuse on behalf of another whether in the home, attending an activity or in the Associations setting. Upon receiving the information you should:

- React calmly
- Reassure the child that they were right to tell you, take what the child says seriously
- Keep questions to an absolute minimum to ensure a clear and accurate understanding of what has been said. Don't ask about explicit details
- Reassure but do not promise confidentiality, which might not be feasible the light of subsequent developments (confidential may be breached when issues of child abuse occur)
- Inform the child/young person what you will do next (i.e. That you have to follow The Policy and Procedure of the Association)
- Make a full and written record of what has been said/heard as soon as possible and don't delay in passing on the information to the named officer or line manager in absence of officer (All staff are trained to follow the procedure) .

The report must include the following:

- The name, age and date of birth of the person reporting incident
- The home address and telephone number of person reporting incident
- Whether or not the person making the report is expressing their own concerns or those of someone else (either with or without their consent)
- The nature of the allegation, including dates, times and special factors and other relevant information.
- Make a clear distinction between what is fact, opinion or hearsay
- Note the description of any visible bruising or other injuries. Also any indirect signs, such as behavioural changes.

- Document details of any witnesses to the incident
- The child's account, if it can be given, of what has happened and how any bruising or other injuries occurred
- Have the parents been contacted - who, where - what time and what was said in the telephone conversation
- Has anyone else been consulted? If so, record their details
- Where possible a referral to the police or Children's Services should be confirmed in writing within 24 hours and the name of the contact who took the referral must be recorded.

If a member of staff or volunteer witness abuse directly and there are concerns about sharing the above information with a colleague they can contact:

The Children's Service Careline: 0151 233 3700 Or
 Merseyside Police: 999 or 0151 7096010
 Or report directly to Child Protection officer for the Association.

6. What Steve Biko Housing Association will do next:

It is not our responsibility to decide whether abuse has taken place or not, however we will pass on all the information we have to the appropriate authority.

Records of all of the information will be kept confidential in case we are requested at a later time to share the information or produce a written statement of events.

Staff training is paramount in order to understand signs of abuse the importance breaking confidentiality to protect a child and report an incident of abuse immediately.

Children's Services have a statutory duty under The Children Act 1989 to ensure the welfare of a child. When a child protection referral is made, they have a legal responsibility to investigate and all agencies have a duty to cooperate with those investigations. This may involve talking to the child and their family, and gathering information from other people who know the child. Enquiries may be carried out jointly with the police. The protection of children is paramount and if we have any concerns about a child being abused or neglected we will contact:

Liverpool Safeguarding Children Careline: Tel: 0151 2333700 Or
 Merseyside Police Tel: 999 or 0151 7096010

A point of reference for staff is
www.safeguardingchildrenboard.liverpool.gov.uk
 Or Child Protection Helpline Tel: 0808800500

7. Types of Abuse and Neglect

The following signs/indicators of abuse and neglect are helpful; however more in-depth understanding is acquired through Child Protection Training for staff/volunteers/other members of the Association as required. However if you are concerned about a child or young person they can help you think about why you have that concern.

Signs that may suggest physical abuse:

- Any bruising to a baby - pre-walking stage
- Multiple bruising to different parts of the body
- Bruising of different colours indicating repeated injuries
- Fingertip bruising to the chest, back, arms or legs
- Burns of any shape or size
- An injury for which there is no adequate explanation

Signs of possible sexual abuse

- Something a child has told you
- Something a child has told someone else
- A child who shows worrying sexualised behaviour in their play or with other children
- A child who seems to have inappropriate sexual knowledge for their age
- A child who may be visiting or being looked after by a known or suspected sexual offender.

Signs which may suggest emotional harm

The following signs may be present in children whose parents/carers are over critical and emotionally distant, or who are unable to meet their child's emotional needs:

- Children whose behaviour is excessive. For example, excessive bedwetting, overeating, refusing to eat, rocking, head banging
- Children who self harm. For example, they may cut or scratch themselves or overdose
- Children who attempt suicide
- Children persistently run away from home
- Children who show high levels of anxiety, unhappiness or withdrawal
- Children who usually seek out or avoid affection.

Signs which may suggest neglect:

- Squalid, unhygienic or dangerous home conditions
- Parents who fail to attend to their children's health or development needs
- Children who appear persistently undersized or underweight
- Children who continually appear tired or lacking in energy
- Children who suffer frequent injuries due to lack of supervision

Please note that Steve Biko Housing Association recognise that these lists are not exhaustive and are regarded as possible indicators of abuse. All signs of abuse must to be considered as individual presenting cases.

8. Positive ways of working and protecting children

- Staff and volunteers are aware of child protection
- Staff have had Child Protection Training as required.

Children Need:

- To feel and be safe and secure
- Be happy and healthy
- Receive appropriate affection
- Praise and encouragement in a positive manner
- Access to talk to staff, volunteers who understand the issues of child protection and have to deal with disclosure of information
- Parental carers consent for engagement with Association
- To be listened to
- Safe environments
- Respect for their feelings
- To feel valued

9. Confidentiality

ALL staff, paid or unpaid must operate within the framework of the Associations Confidentiality Policy.

All personal information gathered or held as part of our work must be treated as confidential and particular care taken with any information that could be considered sensitive.

Disclosure of any confidential information would generally be on the basis of consent. This is supported by:

Common Law Duty of Confidence

Human Rights Act 1998

Data Protection Act 1998

However, the need to safeguard the welfare of a child or young person may mean that information is disclosed without seeking consent, that is if the disclosure is to prevent harm to the child.

This is based around the concept of Proportionality, whereby the disclosure is an appropriate, balanced response, necessary to safeguard the child or young person's welfare.

If you are unsure that a child may be suffering but are worried, please contact:

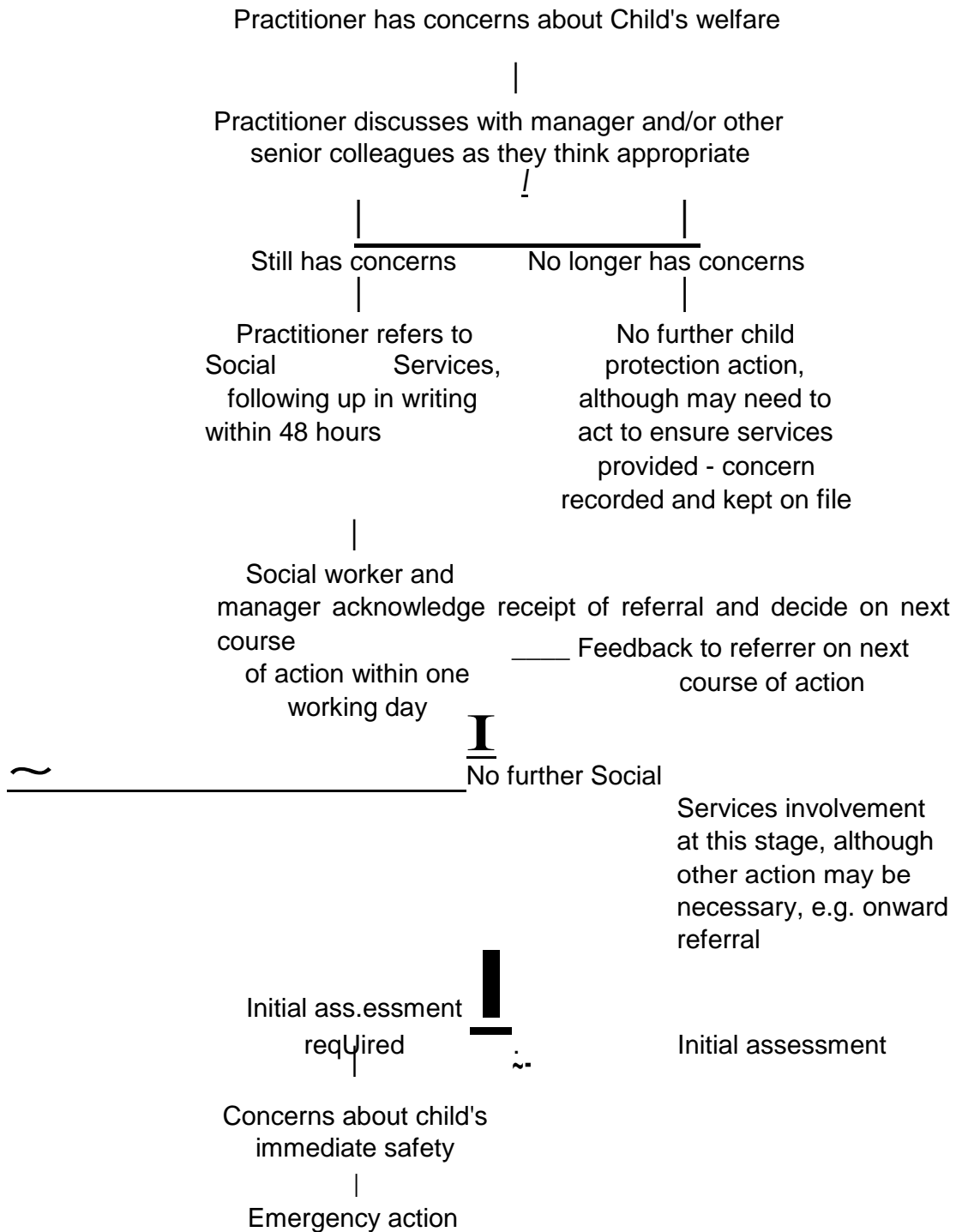
**Liverpool Children's Service Careline on
0151 -233 3700 (24 hours)**

**In Emergencies please contact Merseyside Police Tel:
999 or Tel: 0151 7096010**

**For Information and advice please contact:
Liverpool Child Protection Helpline: 0808 800 500**

8.

A Flow Chart for Referral;



9. Flow Chart

Showing process of communication and action from point of referral from Child Protection Officer, Manager or Employee Including decisions on SECTION 47 ENQUIRIES AND Child Protection Conference

Practitioner reports to CP officer.
Agreement taken for Referral to Children's Services Care Line or Safeguarding Team indicates actual or likely significant harm

Accumulation of concerns over time in relation to an open case leads to concerns about actual or likely significant harm.

Contact between child and an individual who poses a risk of harm to children.

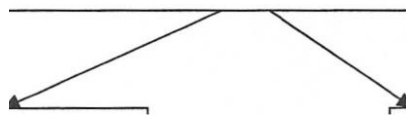
Referral passed to team leader.
(Decision to initiate Strategy Discussion is recorded at this point by the team leader).

Consultation between CP Officer and Children's Services Advisor, agrees actual or likely significant harm. (Decision to initiate Strategy Discussion is recorded at this point by Children's Services team leader).



Strategy Discussion:

Involving Children's Services, Police and relevant agencies to decide whether to initiate Section 47 enquiries. (Any decision to initiate Section 47 Enquiries is recorded at this point by Children's Services team leader).



Section 47 Enquiries

No need for Section 47 Enquiries

Continuing risk of significant harm

No continuing risk of significant harm

Initial Child Protection Conference

of Consider provision of services under Section 17

10. References

Liverpool Safeguarding Children Board

Website : www.safeguardingchildrenboard.liverpool.gov.uk

Liverpool Area Child Protection Procedures Manual 2004

The Children Act 1989

Liverpool Area Child Protection Procedures Handbook

Liverpool City Council Children's Services 2007

(copies available from Liverpool City council Children's Services)