



# **Broadwindsor & District Community Enterprise (BADCE) SAFEGUARDING POLICY**

## **Safeguarding Policy**

This policy applies to the management committee and all staff, including managers, paid staff, volunteers or anyone working on behalf of Broadwindsor and District Community Enterprise (BADCE).

BADCE believes that a child or young person should never experience abuse of any kind. We have a responsibility to promote the welfare of all children and young people and to keep them safe. We are committed to practice in a way that protects them.

### **The purpose of this policy:**

- to protect children and young people who receive BADCE's services including the children of adults who use our services;
- to provide staff and volunteers with the overarching principles that guide our approach to safeguarding and child protection;

### **Legal Guidance Framework**

This policy has been drawn up on the basis of law and guidance that seeks to protect children, namely:

- Children Act 1989
- United Convention of the Rights of the Child 1991
- Data Protection Act 2018 and General Data Protection Regulation GDPR 2018
- Human Rights Act 1998
- Sexual Offences Act 2003
- Children Act 2004
- Safeguarding Vulnerable Groups Act 2006
- Protection of Freedoms Act 2012
- Children and Families Act 2014
- Prevent Duty Guidance 2015

- Adoption & Children Act 2002
- Female Mutilation Act 2003
- Information sharing: Advice for practitioners providing safeguarding services to children, young people, parents and carers; HM Government 2018
- Equality Act 2010
- Working together to safeguard children: a guide to inter-agency working to safeguard and promote the welfare of children; HM Government 2018
- Children and Social Work Act (April) 2017

### **BADCE recognises that:**

- the welfare of the child is paramount, as enshrined in the Children Act 1989
- all children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have a right to equal 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.

### **BADCE aims to keep children and young people safe by:**

- valuing them, listening to and respecting them
- appointing a Designated Safeguarding Officer (DSO) for children and young people, a deputy and a lead board member for safeguarding
- adopting child protection and safeguarding practices through procedures and a code of conduct for staff and volunteers
- developing and implementing an effective e-safety policy and related procedures
- providing effective management for staff and volunteers through supervision, support, training and quality assurance measures
- recruiting staff and volunteers safely, ensuring all necessary checks are made
- recording and storing information professionally and securely, and sharing information about safeguarding and good practice with children, their families, staff and volunteers via leaflets, posters, one-to-one discussions
- 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.
- 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

### **Specific Practices relating to volunteers who are under 18**

- There must always be two responsible adults over the age of 18 working in the shop
- Young persons under 18 years either working in the shop or undertaking DoE experience must supply a parental consent form, including details of any medical condition or recurring complaints
- young persons under 18 years and vulnerable adults are supernumerary and should never be alone with one adult
- no person under the age of 14 years can volunteer or gain experience for their DoE award
- When closing up at the end of the day, young persons and vulnerable adults should always be asked to leave prior to locking up and whilst two adults remain on site.

### **Contact Details**

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|---|--|--|
| Designated Safeguarding Officer (DSO)           | Nathalie Roberts   | natamagat@me.com   |
| Multi Agency Safeguarding Hub                   | Dorset Police, tel 101<br>Dorset County Council,<br>tel 01202 228866                 | <a href="mailto:MASH@dorset.pnn.police.uk">MASH@dorset.pnn.police.uk</a><br><a href="mailto:MASH@dorsetcouncil.gov.uk">MASH@dorsetcouncil.gov.uk</a> |
| Dorset Safeguarding Children's Board            | <a href="http://www.dorsetlscb.co.uk">www.dorsetlscb.co.uk</a> ,<br>tel 01305 251814 | <a href="mailto:dorsetlccb@dorsetcouncil.gov.uk">dorsetlccb@dorsetcouncil.gov.uk</a>   |
| Child Exploitation and Online Protection Centre |  | <a href="http://www.ceop.police.uk">www.ceop.police.uk</a>   |
| NSPCC helpline                                  | Tel 0808 800 5000  |  |
| Childline                                       | Tel 0800 1111  |  |

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

This policy was last reviewed on: 11 September 2023

Signed:

Designated Safeguarding Officer