



Beacon Fell Adventures Safeguarding Policy
Written by R Harmer and A Macleod
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All children whatever their age, background, religion, or family circumstances have a fundamental right to be offered care and protection by those responsible for their wellbeing. The Safeguarding Children Board is responsible for producing Safeguarding Children Procedures based on national statutory guidance set out in Working Together to Safeguard Children 2015. It monitors the effectiveness of the procedures and amends them as it becomes necessary. I have received training on Safeguarding Children (Child Protection) and I am aware of the signs and symptoms of child abuse, physical, emotional, sexual and neglect. As a childcare provider, I am required by law to safeguard and protect the interests of children placed in my care. This means that where I have worries about the welfare of any child, in most situations, I will share my concerns with the parents if in attendance, or teacher (visit leader) as appropriate .

Suspicion of abuse of a child If I suspect a child is suffering abuse or I have serious concern and believe that a child is, or maybe, at risk of significant harm then I have a mandatory duty to follow the procedures/guidance and report the matter without delay to: Children’s Social Care Services 8pm-8am Tel: **0300 123 6720** Emergency Duty Team (Out of Hours) Tel: **0300 123 6722** In most circumstances, I will tell the parents of the action I am taking, unless to do so may put the child at further risk of harm.

Allegation against me or a member of my family: If any parent has cause for concern about the way I care for a child, then they too can take steps to refer the matter

to Children's Social Care Services and Ofsted. If any allegations of abuse are made against me, any assistant/childminder working with me or a member of my family I have a mandatory duty to report the matter without delay to:

- Local Authority Designated Officer (LADO) – Tim Booth (**01772 – 536694**)
- Ofsted Tel: **0300 123 1231** (once you have reported to the LADO)

Mobile Phones and Camera As a Childcare provider, I recognise that it is important for me to be able to communicate with parents promptly. I use my mobile phone for this contact. Mobile phone technology has developed significantly to include internet access and wireless connections as well as camera, video and sound recording and sending and receiving messages. However, I understand that there is a need to balance the advantages with the potential for misuse and I intend to protect the children in my care with the following procedures:

- Ensure that children are not left unsupervised and passing members of the public do not use their mobile phones within our vicinity, under reasonable care expectations.
- Ensure my phone is kept out of reach of children
 - Discuss with parents on an individual basis how the use of mobile phones and devices will be managed with older children.

Taking of photos with a Mobile Phone or Camera I use photos to provide a pictorial record for parents of the activities undertaken and achievements of their children. To ensure that everyone in my setting is protected I have the following procedures in place:

- Pictures are taken only by me with the written permission of parents for sharing with them and deleted once shared for this purpose. On some occasions images may be used for promotional material where consent has been gained.
- If pictures are transferred to my computer for promotional purposes, the computer and drive is password protected.
- I will avoid putting myself into any compromising situation which could be misinterpreted and lead to possible allegations. I understand that if I store personal details about other people on my computer or any digital format (including mobile phones and digital cameras), I will need to register as a data handler with the

Information Commissioner's Office (ICO) for Data Protection.

Personal information

Personal information such as date of birth, address, phone numbers, full names and medical information are needed to ensure children are safe during visits and whilst in the care of Beacon Fell Adventures. Once the event the children are registered for is over any paper copies of information will be shredded and any electronic copies will be deleted or stored on an encrypted computer on password protected Google drive. Email addresses will be retained for further contact if consent is given for this storage. Email addresses will be stored on an encrypted computer on the Google drive. The only other documents to be kept will be:

- The record of any safeguarding incidents
- A record of any medicine administered
- A record of any first aid treatment given.
- A record of any accidents (this will be scanned and sent to the school if applicable)

Prevent Duty I am aware that I must have “due regard to the need to prevent people from being drawn into terrorism” (The Prevent Duty, Department for Education June 2015). This includes supporting children's understanding of British Values to help everyone live in safe and welcoming communities where they feel they belong. These British Values are defined as: democracy, the rule of law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs. If I am concerned about an individual child or family I will follow my safeguarding procedures and contact Children's Social Care or the police (on the non-emergency number 101) as appropriate for support and advice.

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