



## Safeguarding

Designated Persons for Safeguarding Children: Scott Forbes - Camp Manager and Kellie Forbes Welfare Manager.

All camp venues are committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. We believe that safeguarding is central to everything we do at camp and in working to this agenda we ensure that the children come into a safe, happy and secure environment every day. We have a number of policies and procedures in place that contribute to our safeguarding commitment, including our Child Protection Policy.

We follow a safer recruitment policy. We ensure that all staff are Enhanced DBS checked and this information is recorded on our Single Central Register. All staff at Forbesy Camps have safeguarding training annually and this is supported by regular updates. This ensures that all staff can recognise any signs of abuse and that they are clear of the actions that they need to take.

Sometimes we may need to share information and work in partnership with other agencies when there are concerns about a child's welfare. We will ensure that our concerns about children are discussed with his/her parents/carers first, unless we have reason to believe that such a move would be contrary to the child's welfare. We actively support the Government's Prevent Agenda to counter radicalism and extremism.

### **CHILD PROTECTION POLICY**

#### **1. Introduction**

Forbesy Camps and their staff form part of the wider safeguarding system for children. Everyone who comes into contact with children and their families and carers has a role to play in safeguarding children. This means that they should consider, at all times, what is in the best interests of the child. The development of appropriate procedures and the monitoring of good practice in Essex are the responsibilities of the Essex Safeguarding Children Board (ESCB). In Essex, all professionals must work in accordance with the SET procedures. (ESCB 2022)

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#### **3. Roles and Responsibilities**

All adults working with or on behalf of children have a responsibility to protect them and to provide a safe environment in which they can achieve their full potential. However, there are key people within the Local Authority who have specific responsibilities under child protection procedures. Scott Forbes and Kellie Forbes have specific responsibilities. They will take the



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lead responsibility for managing child protection referrals, safeguarding training and raising awareness of all child protection policies and procedures. They ensure that everyone at the camp is aware of these procedures and that they are followed at all times. They act as a source of advice and support for other staff (on child protection matters) and ensure that timely referrals to Essex Children's Social Care (Family Operations Hub) are made in accordance with current SET procedures, if and when appropriate. They work in accordance with the requirements upon all camp staff.

### 4. Types of abuse / specific safeguarding issues

Keeping Children Safe in Education (DfE, 2023) defines abuse as the maltreatment of a child. "Somebody may abuse or neglect a child by inflicting harm or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others (e.g. via the internet). They may be abused by an adult or adults or another child or children".

The four main types of abuse referred to in Keeping Children Safe in Education are:

- Physical
- Emotional
- Sexual
- Neglect

Staff at the camp are aware of the signs of abuse and neglect, so we are able to identify children who may be in need of help or protection.

Child Sexual Exploitation (CSE) is a form of child abuse, which can happen to boys and girls from any background or community. In Essex, the definition of Child Sexual Exploitation (CSE) from the Department of Education (DfE, 2017) has been adopted: "Child Sexual Exploitation is a form of child sexual abuse. It occurs when an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology".

### Female Genital Mutilation (FGM)

FGM comprises all procedures involving partial or total removal of the external female genitalia or other injury to female genital organs. It is illegal in the UK and a form of child abuse. As of October 2015, the Serious Crime Act 2015 (Home Office, 2015) introduced a duty on teachers (and other professionals) to notify the police of known cases of female genital mutilation where it appears to have been carried out on a girl under the age of 18. Our camp will operate in



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accordance with the statutory requirements relating to this issue, and in line with existing local safeguarding procedures.

### **Forced Marriage**

A forced marriage is one entered into without the full consent of one or both parties. It is where violence, threats or other forms of coercion is used and is a crime. Our staff understand how to report concerns where this may be an issue.

### **5. Procedures**

All staff members have a duty to identify and respond to suspected / actual abuse or disclosures of abuse. Any member of staff or visitor to the school who receives a disclosure or allegation of abuse, or suspects that abuse may have occurred must report it immediately to Scott Forbes or Kellie Forbes.

All action is taken in accordance with the following guidance;

- Essex Safeguarding Children Board guidelines - the SET (Southend, Essex and Thurrock) Child Protection Procedures (ESCB, 2022)
- Essex Effective Support
- Keeping Children Safe in Education (DfE, 2023)
- Working Together to Safeguard Children (DfE, 2023)
- 'Effective Support for Children and Families in Essex' (ESCB, 2021)
- PREVENT Duty - Counter-Terrorism and Security Act (HMG, 2015)

Any staff member or visitor to the camps will refer concerns to Scott Forbes or Kellie Forbes, the safeguarding leads. Where there is risk of immediate harm, concerns will be referred by telephone to the Children and Families Hub and / or the Police. Wherever possible, the camp will share any safeguarding concerns, or an intention to refer a child to Children's Social Care, with parents or carers. However, we will not do so where it is felt that to do so could place the child at greater risk of harm or impede a criminal investigation. On occasions, it may be necessary to seek advice from the Children and Families Hub and / or Essex Police in making decisions about when it is appropriate to share information with parents / carers.

If a member of staff continues to have concerns about a child and feels the situation is not being addressed or does not appear to be improving, the staff member concerned should press for re-consideration of the case. If, for any reason, Scott Forbes or Kellie Forbes is not available, this should not delay appropriate action being taken. Any individual may refer to Social Care where there is suspected or actual risk of harm to a child.



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When new staff join our camp, they are informed of the safeguarding arrangements in place, and how to share concerns.

### **6. Training**

Scott Forbes and Kellie Forbes have undertaken the required safeguarding and child protection training. Staff have also received the appropriate training. Training is regularly updated and in line with advice from the Essex Safeguarding Children Board (ESCB). In addition, all staff members receive safeguarding and child protection updates as required, but at least annually, to provide them with relevant skills and knowledge to safeguard children effectively. Records of any child protection training undertaken is kept.

### **7. Professional Confidentiality**

Confidentiality is an issue which needs to be discussed and fully understood by all those working with children, particularly in the context of child protection. A member of staff must never guarantee confidentiality to anyone about a safeguarding concern (including parents / carers or pupils), or promise to keep a secret. In accordance with statutory requirements, where there is a child protection concern, this must be reported to Scott Forbes or Kellie Forbes and may require further referral to and subsequent investigation by appropriate authorities.

### **8. Records and Information Sharing**

Well-kept records are essential to good child protection practice. The camp is clear about the need to record any concern held about a child or children, the status of such records and when these records should be shared with other agencies.

Where there are concerns about the safety of a child, the sharing of information in a timely and effective manner between organisations can reduce the risk of harm. Whilst the Data Protection Act 2018 places duties on organisations and individuals to process personal information fairly and lawfully, it is not a barrier to sharing information where the failure to do so would result in a child or vulnerable adult being placed at risk of harm. Similarly, human rights concerns, such as respecting the right to a private and family life would not prevent sharing where there are real safeguarding concerns. Fears about sharing information cannot be allowed to stand in the way of the need to safeguard and promote the welfare of children at risk of abuse or neglect.

Any member of staff receiving a disclosure of abuse or noticing signs or indicators of abuse, will record it as soon as possible, noting what was said or seen (if appropriate, using a body map to record), giving the date, time and location. All records will be dated and signed and will include the action taken. This is then presented to the designated safeguarding lead (or deputy), who will decide on appropriate action and record this accordingly.

### **9. Allegations about members of the workforce**

All staff members are made aware of the boundaries of appropriate behaviour and conduct. These matters form part of staff induction and are outlined in the Staff Code of Conduct. The



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camp works in accordance with statutory guidance and the SET procedures (ESCB, 2022) in respect of allegations against an adult working with children (in a paid or voluntary capacity). Section 7 of the current SET procedures provides detailed information on this.

The camp has processes in place for reporting any concerns about a member of staff (or any adult working with children). Any concerns about the conduct of a member of staff will be referred to Scott Forbes or Kellie Forbes. Staffing matters are confidential, and the camp operates within statutory guidance around Data Protection. Where the concern involves the Camp Manager, it should be reported to another member of staff who will alert the appropriate authorities. SET procedures (ESCB, 2022) require that, where an allegation is made, staff must inform the duty Local Authority Designated Officer (LADO) in the Children's Workforce Allegations Management Team on 03330 139 797 within one working day. However, wherever possible, contact with the LADO will be made immediately as they will then advise on how to proceed and whether the matter requires Police involvement. This will include advice on speaking to the children, parents and management. The camp does not carry out any investigation before speaking to the LADO.

### **10. Promoting positive mental health and resilience**

Positive mental health is the concern of the whole community and we recognise that the camp plays a key part in this. Our camp wants to develop the emotional wellbeing and resilience of all children and staff. We understand that there are risk factors which increase someone's vulnerability and protective factors that can promote or strengthen resiliency. The more risk factors present in an individual's life, the more protective factors or supportive interventions are required to counterbalance and promote further growth of resilience. It is vital that we work in partnership with parents to support the well-being of our children. Parents should share any concerns about the well-being of their child with camp staff, so appropriate support and interventions can be identified and implemented.

### **11. Whistleblowing**

Whistleblowing is 'making a disclosure in the public interest' and occurs when a worker (or member of the wider community) raises a concern about danger or illegality that affects others, for example children in the camp or members of the public.

All staff members are made aware of the duty to raise concerns about the attitude or actions of staff in line with the camp's Code of Conduct. We want everyone to feel able to report any child protection / safeguarding concerns. However, for members of staff who feel unable to raise these concerns internally, they can call the NSPCC whistleblowing helpline on: 0800 028 0285 (line is available from 8:00 AM to 8:00 PM, Monday to Friday) or email: [help@nspcc.org.uk](mailto:help@nspcc.org.uk).

Parents or others in the wider community with concerns can contact the NSPCC general helpline on: 0808 800 5000 (24 hour helpline) or email: [help@nspcc.org.uk](mailto:help@nspcc.org.uk)