**Sailship Training and Learning for Life**

**SAFEGUARDING POLICY: Children and Young People**

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| **CEO**  **CHAIR OF BOARD OF TRUSTEES** | Elizabeth Barritt  Trevor Cottee |
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**Safeguarding Policy: Children and Young People**

To be read in conjunction with:

[Keeping Children Safe in Education 24](https://assets.publishing.service.gov.uk/media/66d7301b9084b18b95709f75/Keeping_children_safe_in_education_2024.pdf)

<https://www.escb.co.uk/media/2739/set-procedures-may2022.pdf>

[Effective Support for Children/young person and Families in Essex](http://essexpartnership.org/sites/default/files/Effective%20Support%20for%20Children%20and%20Families%20in%20Essex%20October%202015.pdf) (Essex Safeguarding Children/young person Board ESCB)

[Working Together to Safeguarding Children 23](https://assets.publishing.service.gov.uk/media/669e7501ab418ab055592a7b/Working_together_to_safeguard_children_2023.pdf)

[Information Sharing: advice for practitioners (amended May 24)](https://assets.publishing.service.gov.uk/media/66320b06c084007696fca731/Info_sharing_advice_content_May_2024.pdf)

[PREVENT Duty Guidance](https://www.gov.uk/government/publications/prevent-duty-guidance/prevent-duty-guidance-for-england-and-wales-accessible)

**Purpose**

The purpose of Sailship Training and Learning for Life (TLL) safeguarding children/young person policy is to ensure that procedures are in place so that every child/young person who is a beneficiary of our charity is safe and protected.

We understand that “safeguarding is everyone’s responsibility and therefore, this policy applies to, and will give clear direction to, all staff, parents, governors, volunteers, visitors and beneficiaries about how concerns are managed.

**Introduction**

Sailship TLL fully recognises the contribution it can make in protecting children/young people from harm and supporting and promoting the welfare of all children/young people who are beneficiaries of our charity. The key elements of our policy are **prevention, protection and support.**

The Children’s Acts 1989 and 2004 state that a child/young person is anyone who has not yet reached their 18th birthday.

Therefore, when this policy uses the words ‘child/young person’ or ‘children/young people’ it is referring to ‘children and young people’.

Sailship TLL work with a wide range of young people and the oldest of these are over 18 years old and are classed as ‘vulnerable adults’. Our ‘Safeguarding Vulnerable Adults’ policy should also be consulted for these beneficiaries, although we will treat all concerns about any of our beneficiaries with the same urgency and rigour.

**Our ethos**

Sailship TLL promotes an ethos where our beneficiaries feel secure, are encouraged to talk and are listened to. We recognise that our beneficiaries are sometimes particularly vulnerable because they may have special educational needs and some are completely dependent on adult support for all aspects of care which includes intimate care.

Many of our young people have barriers to communication and use a range of strategies to aid autonomous communication. We must all allow young people the time, space and scaffolding to enable them to express their thoughts, feelings views and needs, using appropriate communication systems, including Alternative and Augmentative communication (AAC) systems, such as Makaton, PECS, etc - where appropriate.

We recognise that children/young people who are abused or witness abuse may find it difficult to develop a sense of self-worth or view the world in a positive way. For such children/young people time at Sailship TLL for their Alternative Educational Placement, Work Experience Placement or School Holiday Activity, or when visiting for any other purpose, may be one of the few stable, secure and predictable components in their life. Other children/young people may be vulnerable because they have a disability, or they are in care. We seek to provide all our children/young people with the necessary support to keep them safe and build their self-esteem and self-confidence.

We want children/young people at our charity to feel able to talk freely to any member of staff or regular visitor if they are worried or concerned about something.

All staff and volunteers will, through induction and training, know how to recognise concerns about a child/young person and know how to manage a disclosure made by a child/young person. We will not make promises to a child/young person we cannot keep and whilst respecting confidentiality and guidance relating to information sharing, we will not keep secrets. Every child/young person will be told, by the adult they have chosen to talk to about what will happen next.

Sailship TLL will endeavour to provide activities and opportunities that will equip children/young people with the skills they need to stay safe. This will also be extended to include material that will encourage children/young people to develop essential life skills.

At all times we will work to establish effective working relationships with parents, carers and colleagues from other agencies such as Health or Social Care.

**Categories and Definitions**

To ensure that all children and young people we work with are protected from harm, we need to understand what types of behaviour constitute abuse and neglect. Somebody may abuse or neglect a child by inflicting harm, for example by hitting them, or by failing to act to prevent harm. Abuse may be committed by adult men or women and by other children and young people, by someone the child knows, or a stranger.

There are four categories of abuse: physical abuse, emotional abuse, sexual abuse and neglect.

**Physical abuse**   
Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child. (Usually referred to as fabricated or induced illness).

**Emotional abuse**   
Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child’s emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or ‘making fun’ of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child’s developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, although it may occur alone.

**Sexual abuse**   
Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving violence, whether or not the child is aware of what is happening. The activities may involve physical contact, however, they may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

**Neglect**   
Neglect is the persistent failure to meet a child’s basic physical and/or psychological needs, likely to result in the serious impairment of the child’s health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

* provide adequate food, clothing and shelter (including exclusion from home or abandonment).
* protect a child from physical and emotional harm or danger.
* ensure adequate supervision (including the use of inadequate caregivers); or
* ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child’s basic emotional needs.

Definitions taken from [*Working Together to Safeguard Children* (HM Government, 2023).](https://assets.publishing.service.gov.uk/media/669e7501ab418ab055592a7b/Working_together_to_safeguard_children_2023.pdf)

**Indicators of abuse**

Physical signs define some types of abuse, for example, bruising, bleeding or broken bones resulting from physical or sexual abuse, or injuries sustained while a child has been inadequately supervised. The identification of physical signs is complicated, as children may go to great lengths to hide injuries, because they are ashamed or embarrassed, or their abuser has threatened them, or they don’t want the abuser to get into trouble. It is also quite difficult for anyone without medical training to categorise injuries into accidental or deliberate with any degree of certainty.

However, children may have no physical signs, or they may be harder to see (e.g. bruising on black skin) therefore staff need to also be alert to behavioural indicators of abuse.

A child who is being abused or neglected may:

* have bruises, burns, fractures or other injuries which do not have a plausible explanation.
* show signs of pain or discomfort
* keep arms and legs covered, even in warm weather.
* be concerned about changing for PE or swimming.
* display a change in behaviour – from quiet to aggressive, or happy-go-lucky to withdrawn.
* regularly flinch to sudden but harmless actions e.g. raising a hand
* look unkempt and uncared for
* change their eating habits.
* have difficulty in making or sustaining friendships.
* appear fearful.
* be reckless with regard to their own or other’s safety.
* self-harm incl. head banging, eating disorders.
* frequently miss school or arrive late.
* show signs of not wanting to go home.
* challenge authority, have outbursts of anger.
* display violence/sexualised behaviour towards animals, toys, peers
* regress to younger child behaviour
* become disinterested in their school work.
* be constantly tired or preoccupied.
* be wary of physical contact.
* be involved in, or particularly knowledgeable about drugs or alcohol.
* display sexual knowledge or behaviour beyond that normally expected for their age.

Responses from parents that may cause concern.

* Unexpected delay in seeking treatment – medical, dental which is obviously needed.
* Denial of any injury
* Explanations that differ from that of the child e.g. for bruising
* Claims of falls/fits etc. that never happen at Sailship TLL.
* Unrealistic expectations or constant complaints about the child
* Alcohol /drug misuse
* Requesting removal of child
* Domestic abuse.

Disabled children; other signs to consider.

* Force feeding
* Over medication
* Bruising if non mobile
* Poor toileting arrangements
* Lack of stimulation
* Unjustified use of restraint
* Rough handling
* Unwilling to learn child’s means of communication.
* Ill-fitting equipment
* Misappropriation of child’s finances
* Invasive procedures
* Non consideration of child’s dignity.

Individual indicators will rarely, in isolation, provide conclusive evidence of abuse. They should be viewed as part of a jigsaw, and each small piece of information will help the DSL to decide how to proceed.

**It is very important that all staff report and record their concerns as soon as possible – they do not need ‘absolute proof’ that the child is at risk before taking action.**

**Safeguarding children/young people training**

**Induction training**

When staff join our charity, they are informed of the safeguarding arrangements in place. They are given a copy of this policy and informed who the Designated Safeguarding Lead is. Currently the Designated Safeguarding Lead (DSL) is **Briana Whittaker** and the Deputy Designated Safeguarding Lead (DDSL) is currently **Kathy Howard**, who acts in her absence. The induction programme includes basic safeguarding information relating to signs and symptoms of abuse, how to manage a disclosure from a child/young person, when and how to record a concern about the welfare of a child/young person. All staff members also sign a Code of Conduct, contained in the Staff Handbook confirming that they are clear and that it is their responsibility to know and understand the key charity policies, including Safeguarding.

All staff, visitors and volunteers must ensure they know who the DSL and DDSL(s) are. Posters in and around the site also make it clear which staff have these roles. Staff are also told the name and contact details of our Safeguarding Trustee who is **Elizabeth Barritt** and can be contacted by (mobile 075380255387 or email [liz.barritt@sailship.org.uk](mailto:liz.barritt@sailship.org.uk) ), should they have any concerns about safeguarding which they do not believe are being addressed by the DSL.

When new beneficiaries join our charity, all parents and carers are informed that we have a safeguarding policy. This is given to parents - should they request a copy and is available on the charity’s website. Parents and carers are informed of our legal duty to assist our colleagues in social care with child/young person protection enquiries and what happens should we have cause to make a referral to another agency.

**Staff training**

Keeping Children Safe in Education says, ‘all staff members should receive appropriate child/young person protection training which is ‘regularly updated’. This training should include whistleblowing procedures and how to raise concerns about poor or unsafe practice and potential failures in the charity’s safeguarding regime. All staff at Sailship TLL who are in regular contact with children/young people will need to attend level 2 safeguarding children/young people training every year, delivered by the Designated Safeguarding Lead – Brie Whittaker, or Deputy Designated Safeguarding Lead, Kathy Howard. New staff starters complete an online level 2 training, before accessing the in- house level 2 training delivered every October. Those staff who have particular responsibilities with regard to safeguarding children/young people will attend more comprehensive training and further training provided via online training, or in person by Essex Safeguarding Child/young people Board (ESCB).

**Ensuring staff knowledge and understanding of KCSIE and our policy is sustained**

It is not enough to simply deliver training in safeguarding, instead trustees need not only to be sure of the impact of training and but that it is sustained.

As a charity our process is:

1. The safeguarding policies are available to all via our website. There are also links to NSPCC phone lines for those who would rather report concerns outside of the charity.
2. New staﬀ induction includes a briefing on our whistleblowing and safeguarding policies.
3. All relevant new staﬀ complete Safeguarding level 2 online training during their first two weeks. A central record is kept of staﬀ when staﬀ complete this and certificates are held centrally.
4. All staﬀ, visitors (coming more than three times), and volunteers meet with the DSL or DDSL before starting and sign our Code of Conduct to confirm that they have read and understood our safeguarding policy. A central record is then kept.
5. All visitors to the charity are signposted to a leaflet detailing our basic safeguarding procedures
6. All staﬀ have annual Safeguarding training delivered by Brie Whittaker (Designated Safeguarding Lead) or Kathy Howard (Deputy Safeguarding Lead).
7. All staﬀ complete the Safeguarding for vulnerable adults and children/young people via online training, on a rolling programme.

**Recording and reporting concerns about the safety and welfare of a child/young person**

All staff, volunteers and visitors have a responsibility to take prompt action if they are concerned about the safety and welfare of a child/young person.

**Urgent Concerns**

If a child/young person is suffering or likely to suffer ‘significant harm’ action must be taken immediately. A flow chart has been added to this policy (see Appendix A) which clearly outlines all actions to be taken by the person with a concern and how they will be followed up by our DSL.

All concerns about the safety and welfare of a child/young person must be taken seriously.

All staff, volunteers and visitors should:

* Speak to the DSL or nominated DDSL in the absence of the DSL.
* Record the concern, using the charity’s safeguarding children/young people recording system, forms can be found in the staff office;
* Agree with this person what action should be taken, by whom and when it will be reviewed.

**Non-urgent concerns**

All concerns about a child/young person should initiate some form of action.

Concerns that are of a non-urgent or low-level nature should still be recorded centrally using the charity’s safeguarding children/young people recording system.

A concern, that, in itself, does not reach the threshold of significant harm, however, a pattern of concerns may suggest emotional abuse or neglect. Recording and action upon low level or non-urgent concerns about a child/young person is important in order to recognise the cumulative effect of some types of abuse.

**Informing parents and carers**

We ensure that parents and carers understand our responsibility to promote the safety and welfare of beneficiaries by making our obligations clear in the ‘Trainee Handbook’, given to all new beneficiaries.

In most cases parents and carers should be informed when concerns have been raised about their child/young person. It is important that parents and carers are given an opportunity to address concerns raised.

Parents and carers should generally be informed if a referral is to be made to the Children/young people and Families Service, with Children/young people and Learning, or any other agency.

Parents ***must not*** be informed if it is believed that by doing so would put the child/young person at risk, for example if the child/young person has made a disclosure of sexual or physical abuse.

In this event immediate advice should be sought from the Family Operations Hub.

(You can reach the Hub by phoning: **0345 603 7627.** The Priority Line is open Monday to Thursday 8:45 am to 5pm, and Fridays 8:45am to 4:15pm. The Hub’s Consultation Line is open Monday to Thursday 9am to 5pm, and Fridays 9am to 4:15pm.

Outside these hours you can call: **0345 606 1212**.)

**Role of all adults**

All Sailship TLL staff and volunteers must:

* Read the Safeguarding policies and procedures for both children/young people AND Vulnerable Adults.
* Sign our Code of Conduct agreeing that they have read and understood our safeguarding policies (in conjunction with Staff Handbook agreement)
* Read and understood the Whistleblowing Policy.
* Raise any questions about the safeguarding policies with the DSL
* Report any concerns immediately to the DSL or DDSL.
* Identify children/young people who would benefit from ‘early help’ and discuss with the DSL
* Provide safe opportunities, and where relevant, communication support systems, for beneficiaries to express feelings and opinions

**Role of the CEO**

The CEO of Sailship TLL will ensure that:

* Mechanisms are in place to assist staff to understand discharge their role and responsibilities
* The policies and procedures adopted by the Board of Trustees are fully implemented, and followed by all staff
* Sufficient resources and time are allocated to enable the DSL and DDSL(s) to discharge their responsibilities, including taking part in strategy discussions and other inter-agency meetings, and contributing to the assessment of children/young people

All staff and volunteers feel able to raise concerns about poor or unsafe practice in regard to children/young people, and such concerns are addressed sensitively and effectively in a timely manner.

**Role of the Board of Trustees**

The Board of trustees will ensure that:

* Mechanisms are in place to assist staff to understand discharge their role and responsibilities
* One member of the governing body is responsible for championing safeguarding children/young people issues. This person liaises with the charity’s DSL and provides information to the Board of trustees
* A senior member of the staff team is appointed DSL. This person must have undertaken appropriate training and attended refresher training every 2 years and attend all update training as required
* CEO will follow the local safeguarding child/young people board (LSCB) procedures and the charity’s safeguarding children/young people policy is reviewed annually and updated to reflect any changes in the Secretary of State's guidance
* CEO will operate safe recruitment practices, including appropriate use of references and checks on new staff and volunteers
* CEO will utilise the experiences of the staff when shaping safeguarding policies. Opportunity should therefore be provided for staff to contribute to and shape safeguarding arrangements and children/young people protection policy
* CEO will ensure that appropriate monitoring of IT systems are in place
* CEO will ensure that children/young people are taught about safeguarding, including online, through teaching and learning opportunities
* CEO will ensure that there are procedures for dealing with allegations of abuse against members of staff and volunteers and these are in line with Local authority procedures.
* Any deficiencies or weaknesses that are brought to the attention of the Board of Trustees are rectified in a timely manner.

**Role of the Designated Safeguarding Lead (DSL)**

The DSL has a specific responsibility for championing the importance of safeguarding and promoting the welfare of all children/young people and young people registered at the charity. There should only be one and this responsibility cannot be delegated. However, some of the tasks may be delegated to the DDSL.

*The role of the DSL includes:*

* Acting as the first point of contact with the local authority with regard to safeguarding children/young people matters.
* Provision of information to the local authority on how the charity discharges its duties with regard to safeguarding children/young people.
* Liaison with the CEO and/or Board of Trustees and local authority with regard to any deficiencies of practice or procedure and how these may be rectified.

*Referrals to the Children/young people and Families Department and other agencies:*

* Supporting and enabling staff to make effective referrals to the Children/young people and Families Service and other agencies where there are concerns that a child/young person is being abused.
* Holding a copy of all referrals made to the Children/young people and Families Service and referrals to other agencies related to safeguarding children/young people matters.
* Liaison with the CEO (where the role is not carried out by the CEO) to inform him/her of any issues and on-going investigations and ensure there is always cover for this role.

*Training:*

* Ensuring that staff have received information on safeguarding children/young people at induction.
* Making sure that staff receive Essex approved safeguarding training annually and receive updates via email and briefings as required appropriate to their role.
* Ensuring that all staff who have specific responsibility for safeguarding children/young people attend more in-depth training.
* Ensuring that all staff understand internal reporting and recording systems and are clear about what to do if they are worried about a child/young person.

*Raising Awareness:*

* Ensuring all staff and volunteers are aware of the charity’s safeguarding children/young people policy and that it is readily available and reviewed annually.
* Keeping up to date with changes in local policy and procedure and take account of guidance issued by the Department for Education (DfE).

*Recording Concerns:*

* Managing the charity’s safeguarding children/young people recording system.
* When children/young people leave the provision, ensuring their child/young person protection or safeguarding file relating to them is copied for new establishment as soon as possible, but transferred separately from the main beneficiary file.

**Working With Other Agencies**

Sailship TLL will always respond to safeguarding concerns in line with the procedures for Essex Safeguarding Children Board and information can be found at this site. <https://www.escb.co.uk/working-with-children/safeguarding-policies-procedures/>

We also recognise the importance of working collaboratively alongside other agencies that may be involved in supporting children and young people. We will share information in line with procedures outlined in [Information Sharing: advice for practitioners (May 24)](https://assets.publishing.service.gov.uk/media/66320b06c084007696fca731/Info_sharing_advice_content_May_2024.pdf)

**Child/young person protection conference and core groups**

Members of staff may be asked to attend a child/young person protection conference and/or relevant core group meetings, on behalf of the charity, in respect of individual children/young people and in conjunction with the relevant school in which the child/young person is registered ON ROLL, or the Local Authority where a child/young person has been registered as NOR at any school. The person attending from Sailship TLL will often be the DSL or DDSL, however, other members of staff may be asked to contribute depending on their role or involvement with the child/young person. The person attending will need to have as much relevant up to date information about the child/young person as possible. A child/young person protection conference will be convened if it is considered the child(ren)/young person(s) are suffering or are at risk of suffering significant harm.

**Safe recruitment and selection of staff**

The charity’s recruitment processes conform to the guidance set out in Keeping Children Safe in Education (DfE, September 2024) and the charity’s Safer Recruitment Policy, which is available from the charity’s main office.

**‘Prevent’ strategy**

Vulnerability to radicalisation or extreme viewpoints

The charity recognises its duty to protect our beneficiaries from indoctrination into any form of extreme ideology which may lead to the harm of self or others. This is particularly important because of the open access to electronic information through the internet. The charity aims to safeguard young people through educating them on the appropriate use of social media and the dangers of downloading and sharing inappropriate material which is illegal under the Counter-Terrorism Act. The charity vets all visitors carefully and will take firm action if any individual or group is perceived to be attempting to influence members of our charity community, either physically or electronically. Our definition of radical or extreme ideology is ‘a set of ideas which could justify vilification or violence against individuals, groups or self.’ Staff are trained to be vigilant for spotting signs of extremist view and behaviours and to always report anything which may suggest a beneficiary is expressing opinions which may cause concern. Our core mission of diversity permeates all we do. We place a strong emphasis on the common values that all communities share such as self-respect, tolerance and the sanctity of life. We work hard to broaden our beneficiaries' experience, to prepare them for life and work in contemporary Britain. We teach them to respect and value the diversity around them as well as understanding how to make safe, well-considered decisions.

All staff are required to complete the online PREVENT training: <https://www.elearning.prevent.homeoffice.gov.uk> and a central record of training is kept.

[Prevent duty training: Learn how to support people susceptible to radicalisation | Prevent duty training](https://www.support-people-susceptible-to-radicalisation.service.gov.uk/prevent-duty-training-learn-how-support-people-susceptible-radicalisation)

**Female Genital Mutilation (FGM)**

It has been estimated that over 20,000 girls under the age of 15 are at risk of FGM in the UK each year, and that 66,000 women in the UK are living with the consequences of FGM. Female genital mutilation (FGM) is a growing cause of concern.

FGM is child/young person abuse and a form of violence against women and girls, and therefore it is dealt with as part of existing child/young person and adult safeguarding/protection structures, policies and procedures. It is illegal in the UK to subject a child/young person to female genital mutilation (FGM) or to take a child/young person abroad to undergo the procedure – Female Genital Mutilation Act 2003. Despite the harm it causes, FGM practising communities consider it normal to protect their cultural identity. The age at which girls are subject to FGM varies greatly from shortly after birth to any time up to adulthood. The average age is 10 to 12 years.

At Sailship TLL, our staff are alerted to the following key indicators that:

* A child/young person’s family comes from a community that is known to practise FGM
* A child/young person may talk about a long holiday to a country where the practice is prevalent
* A child/young person may confide that she is to have a ‘special procedure’ or to attend a special occasion
* Any female child/young person born to a woman or has a sister who has been subjected to FGM will be considered to be at risk, as much as other female children/young people in the extended family.

Any information or concern that a child/young person is at risk of FGM will result in a child/young person protection referral to Children/young people’s Social Care.

The new mandatory reporting duty for FGM under the Serious Crime Act 2015, requires teachers/tutors in England and Wales to report known cases of FGM in under 18-year-olds to the police by calling 101. This is an individual’s responsibility and not the settings.

Guidelines on mandatory reporting can be found here: <https://www.gov.uk/government/collections/female-genital-mutilation>

Further guidance on FGM can be found [here](https://www.gov.uk/government/publications/multi-agency-statutory-guidance-on-female-genital-mutilation) and in Annex A of Keeping Children Safe in Education 2024.

There is also an FGM helpline available 24/7 on 0800 028 3550, or email: fgmhelp@nspcc.org.uk

**Current Safeguarding Issues**

There are many issues of concern affecting children today and not all can be listed here. The issues are often complex and overlap. Sailship TLL will have a consistent approach of following our procedures, and consulting with schools, parents and other agencies if there are any concerns with any of our beneficiaries.

**Online safety**

This is exceptionally important and will continue to receive a high priority as an issue, as it is often how issues are facilitated CSE, radicalisation, bullying etc. We will ensure that all ICT devices used by our beneficiaries have appropriate filtering and monitoring provision, we will ask beneficiaries to adopt an Acceptable User Policy and work with them to ensure they are safe online at all times whilst under our supervision.

**Child on Child Abuse**

Child on child abuse, will always be taken seriously and acted upon. Any incident will be reported directly to the DSL. Also to the parents and/or school, following the charity’s procedures.

We recognise that child-on-child abuse can take many forms, including but not limited to:

* Bullying, including cyberbullying, prejudice-based and discriminatory bullying.
* Abuse in intimate personal relationships between children
* Physical abuse which can include hitting, kicking, shaking, biting, hair pulling, or otherwise causing physical harm or Sexual violence and sexual harassment.
* Consensual and non-consensual sharing of nudes and semi-nude images and/or videos (also known as sexting or youth produced sexual imagery)
* Causing someone to engage in sexual activity without consent, such as forcing someone to strip, touch themselves sexually, or to engage in sexual activity with a third party.
* Upskirting (which is a criminal offence), which typically involves taking a picture under a person’s clothing without their permission, with the intention of viewing their genitals or buttocks to obtain sexual gratification, or cause the victim humiliation, distress or alarm or Initiation/hazing type violence and rituals.

Any allegations of child-on-child abuse will be recorded, investigated, and dealt with in line with this child protection policy and KCSIE.

Sailship TLL adopts a zero-tolerance approach to child-on-child abuse. We believe that abuse is abuse and it will never be tolerated or dismissed as “just banter”, “just having a laugh”, “part of growing up” or “boys being boys”; this can lead to a culture of unacceptable behaviours and can create an unsafe environment for children and a culture that normalises abuse, which can prevent children from coming forward to report it.

All staff have a role to play in challenging inappropriate behaviours between children. Staff recognise that some child-on-child abuse issues may be affected by gender, age, ability and culture of those involved. For example, for gender-based abuse, girls are more likely to be victims and boys more likely to be perpetrators. All staff are trained to report and act on any incidence of Child-On Child Abuse including incidences of Sexual Violence or Sexual Harassment.

**Bullying**

It is usually defined as behaviour that is:

* repeated
* intended to hurt someone either physically or emotionally.
* often aimed at certain groups, for example because of race, religion, gender or sexual orientation

Is a very serious issue that can cause considerable anxiety and distress. At its most serious level, bullying can have a disastrous effect on a child’s wellbeing and in very rare cases has been a feature in the suicide of some young people. All incidences of bullying, including cyber-bullying and prejudice-based bullying will be recorded and reported appropriately. They will be managed through effective communication with parents and carers and/or schools. If the bullying is particularly serious the DSL will consider implementing child protection procedures.

**Nude and/or semi-nude image sharing by children**

Previously known as sexting, youth produced sexual imagery is when a child shares sexual, naked or semi-naked images or videos of themselves or others, or sends sexually explicit messages. They can be sent using mobiles, tablets, smartphones, and laptops - any device that allows you to share media and messages. Sailship TLL shall report any concerns about or known incidences of youth produced imagery to either the parent, school or other agency as appropriate.

When made aware of concerns involving consensual and non-consensual sharing of nudes and semi-nude images and/or videos by children, staff are advised:

* to report any concerns to the DSL immediately.
* never to view, copy, print, share, forward, store or save the imagery, or ask a child to share or download it – this may be illegal. If staff have already inadvertently viewed imagery, this will be immediately reported to the DSL.
* not to delete the imagery or ask the child to delete it.
* to avoid saying or doing anything to blame or shame any children involved.
* to reassure the child(ren) involved and explain that the DSL will be informed so they can receive appropriate support and help. Do not promise confidentiality, as other agencies may need to be informed and be involved.
* not to investigate or ask the child(ren) involved to disclose information regarding the imagery.
* to not share information about the incident with other members of staff, children/young people, or parents/carers, including the families and child(ren) involved in the incident; this is the responsibility of the DSL.

The DSL will respond to concerns in line with the non-statutory [UKCIS guidance: ‘Sharing nudes and semi-nude: advice for education settings working with children and young people’ and the local KSCMP guidance.](https://www.gov.uk/government/publications/sharing-nudes-and-semi-nudes-advice-for-education-settings-working-with-children-and-young-people)

**Child-On-Child Sexual Violence and Sexual Harassment**

Sailship TLL recognises that sexual violence and sexual abuse can happen anywhere, and all staff will maintain an attitude of ‘it could happen here”. We recognise that sexual violence and sexual harassment can occur between two children of any age and sex. It can occur through a group of children sexually assaulting or sexually harassing a single child or group of children and can occur online and face to face (both physically and verbally). Sexual violence and sexual harassment are never acceptable.

All victims of sexual violence or sexual harassment will be reassured that they are being taken seriously, regardless of how long it has taken them to come forward, and that they will be supported and kept safe. A victim will never be given the impression that they are creating a problem by reporting sexual violence or sexual harassment or ever be made to feel ashamed for making a report.

All staff are trained to refer any incident of sexual violence or sexual harassment directly to the DSL. The DSL will take into consideration any safety plan etc put in place to protect children/young people who may be attending the sessions.

**Children displaying sexually harmful behaviour**

Research suggests that up to 40 per cent of child sexual abuse is committed by someone under the age of 18. Young people who display such behaviour may be victims of abuse themselves and the child protection procedures after a disclosure will be followed for both victim and perpetrator. Staff who become concerned about a student’s sexual behaviour should speak to the DSL as soon as possible.

**Grooming**

Grooming can play an important role in exploitation and/or radicalisation of children and is when someone builds an emotional connection with a child to gain their trust for the purposes of abuse such as exploitation. Children and young people can be groomed online or face-to-face, by a stranger or by someone they know - for example a family member, friend or school staff. Groomers may be male or female. They could be any age.

Many children and young people do not understand that they have been groomed or that what has happened is abuse.

**Child Sexual Exploitation CSE**

CSE is a form of sexual abuse. It occurs where 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 wants or needs, and/or (b) for the financial advantage or increased status of the perpetrator of facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. CSE does not always involve physical contact; it can occur through the use of technology. This is a serious crime and is never the victim’s fault even if there is some form of exchange. If staff are concerned that a child/young person is at risk of Child Sexual Exploitation they should discuss it with the parent/ carer, school, or DSL as appropriate.

**Child Criminal Exploitation CCE**

In a similar way to sexual exploitation CCE is when there is a power imbalance where children are used by individuals or gangs to take part in criminal activity, this can include drug running, stealing etc. The child often believes they are in control of the situation. Violence, coercion and intimidation are common.

‘County Lines’ is a national issue involving the use of mobile phone ‘lines’ by groups to extend their drug dealing business into new locations outside of their home areas. This issue affects the majority of police forces and often includes the exploitation of vulnerable adults or children.

<https://www.gov.uk/government/publications/criminal-exploitation-of-children-and-vulnerable-adults-county-lines>

There has been an increase in vulnerable children being recruited into gangs, and as such they are open to “hazing” or initiation rituals which can impact negatively on their wellbeing, as well as the dangers of ongoing criminal activity. Staff will report any concerns directly to the DSL.

**Domestic Abuse (including teenage relationship abuse)**

This does not have to include violence to be classed as abuse.

Any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence or abuse between those aged 16 or over who are, or have been, intimate partners or family members regardless of gender or sexuality. The abuse can encompass, but is not limited to:

* psychological
* physical
* sexual
* financial
* emotional

1:4 women and 1:6 men will experience Domestic abuse at some time in their lifetime. We will be mindful of how this affects children and that our staff may themselves be victims.

# Staff are also made aware of issues relating to teenage relationship abuse, which can be a form of Child-on-Child abuse. Any concerns arising will be addressed appropriately by the DSL.

**Private Fostering Arrangements**

The Children’s Act 1989 defines private fostering as occurring when a child/young person under 16 or under 18 if disabled, is placed for twenty-eight consecutive days or more in the care of an adult who is not a close relative. Where this is the case Children/young people's Social Care should be notified.

**Curriculum**

**Other relevant policies & further information**

The Board of Trustee legal responsibility for safeguarding the welfare of children/young people goes beyond basic child/young person protection procedures. Their duty is now to ensure that safeguarding permeates all activity and functions. This policy therefore complements and supports a range of other policies, for instance:

• Whistle blowing

• Health and Safety

• Equal opportunities

• Staff code of conduct

• Visitor & volunteer code of conduct

• Complaints

* Dealing with Safeguarding complaints against adults

The above list is not exhaustive but when undertaking development or planning of any kind the charity will consider safeguarding matters.

**APPENDIX A**

**What to Do if You Have a Welfare Concern about a Child Attending a**

**Sailship TLL Session.**

**Why are you concerned?**

For example, • Something a child has said – for example, an allegation of harm

• Child’s appearance – may include unexplained marks as well as dress

• Behaviour change

• Witnessed concerning behaviour

**Act immediately and record your concerns.**

If urgent, speak to the DSL first. • Follow the reporting procedure by completing the Concern Form

• Reassure the child

• Clarify concerns, using open questions if necessary (TED: Tell, Explain, Describe)

• Use child’s own words, record facts not opinions.

**Sign and date your records**

**INFORM THE DSL or DDSL.**

**Designated Safeguarding Lead**

* Consider whether the child is at immediate risk of harm: are they safe to go home?
* Access the Essex Safeguarding Children Board guidance document and procedures: <https://www.escb.co.uk/working-with-children/safeguarding-policies-procedures/>
* Refer to other agencies as appropriate, for example, Internal or community services, early help open access, LADO, Police or Essex Children’s Services (children's line on **0345 603 7627**) or out of hours number (**0345 606 1212)**

**If you are unhappy with the response**

Staff: • Follow company escalation procedures

• Follow whistleblowing procedures

Child/YP and Parents:

• Contact our DSL

**Record decision making and action taken in the child/YP’s child protection file.**

**Monitor**

Be clear about: • What you are monitoring. For example, behaviour trends, appearance etc.

• How long you will monitor

• Where, how and to whom you will feedback and how you will record

At all stages, the child’s circumstances will be kept under review.

The DSL/staff will request further support if required to ensure the child’s safety is **paramount.**

**Review and request further support if necessary.**