

CHILDREN AND YOUNG PEOPLE (CYP) SAFEGUARDING POLICY

1. INTRODUCTION

This organisation recognises that all children and young people have a right to protection from abuse. **Friends of Culcheth Library (FoCL)** takes seriously its responsibility to protect and safeguard the welfare of children and young people. We will:

- Respond swiftly and appropriately to all suspicions or allegations of abuse, and provide CYP with the opportunity to voice their concerns
- Have a system for dealing with concerns about possible abuse

Effective safeguarding arrangements should aim to meet the following two key principles:

- Safeguarding is everyone's responsibility: for services to be effective each individual and organisation should play their full part; and
- A CYP centred approach: for services to be effective they should be based on a clear understanding of the needs and views of CYP.

2. CONTEXT

CHILD / YOUNG PERSON (CYP hereafter) - Anyone who has not yet reached their 18th birthday. The fact that a child has reached 16 years of age, is living independently or is in further education, is a member of the armed forces, is in hospital or in custody in the secure estate, does not change his/her status or entitlements to services or protection.

3. OBJECTIVES

The objectives of this Children and Young People Safeguarding Policy are:

- 1) To explain the responsibilities the organisation and its volunteers have in respect of CYP safeguarding.
- 2) To provide volunteers with an overview of CYP safeguarding
- 3) To provide a clear procedure that will be implemented where CYP safeguarding issues arise.

4. THE ROLE OF VOLUNTEERS.

All volunteers working on behalf of the organisation have a duty to promote the welfare and safety of CYP.

Volunteers may receive disclosures of abuse and observe CYP who are at risk. This policy will enable people to make an informed and confident response to specific CYP safeguarding issues.

5. ROLE OF DESIGNATED CYP SAFEGUARDING LEAD

The role of the designated lead is to deal with all instances involving CYP safeguarding that arise within the organisation. They will respond to all CYP safeguarding concerns and enquiries.

The designated CYP Safeguarding Lead for the organisation is Christine Smith.

6. TYPES OF ABUSE

Abuse is form of maltreatment of a CYP. Somebody may abuse or neglect a CYP 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 other CYP

PHYSICAL ABUSE - A form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a CYP. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a CYP.

EMOTIONAL ABUSE - The persistent emotional maltreatment of a CYP such as to cause severe and persistent adverse effects on the CYP's emotional development.

SEXUAL ABUSE - Sexual abuse involves forcing or enticing a CYP to take part in sexual activities including Child Sexual Exploitation (CSE), which may not necessarily involve a high level of violence, whether or not the CYP is aware of what is happening.

NEGLECT - Neglect is the persistent failure to meet a CYP's basic physical and/or psychological needs, likely to result in the serious impairment of the CYP's health or development.

7. AWARENESS OF ABUSE AND NEGLECT

Friends of Culcheth Library (FoCL) will provide all volunteers with adequate safeguarding training in order to carry out their role and responsibilities under this policy. Individuals within the organisation need to be alert to the potential abuse of CYP both within their families and also from other sources including abuse by members of FoCL.

All volunteers of **Friends of Culcheth Library (FoCL)** should respond to any suspected or actual abuse of a CYP in accordance with these procedures. It is good practice to be as open and honest as possible with parents/carers about any concerns; however, you must not discuss your concerns with parents/carers in the following circumstances:

- a) delay in sharing relevant information with an appropriate person or authority would increase the risk of harm to the CYP or young person
- b) asking for consent may increase the risk of harm to the CYP, young person, you or anyone else.

8. RESPONDING TO A DISCLOSURE OR ALLEGATION

Procedures following allegation or suspicion of abuse

The person responsible for dealing with allegations of abuse against a CYP is Christine Smith.

It is important that CYP are protected from abuse. All complaints, allegations or suspicions must be taken seriously.

This procedure must be followed whenever an allegation of abuse is made or when there is a suspicion that a CYP has been abused.

You might have reason to believe that an CYP is subject to abuse. If an allegation of abuse is made by an CYP or a third party:

- 1) Listen carefully to the CYP. DO NOT directly question them giving them time and attention.
- 2) Allow the CYP to give a spontaneous account; do not stop a CYP who is freely recalling significant events.
- 3) Make a note of the time and date that the allegation was made, who made the allegation, and the nature of the allegation.
- 4) Record only the facts, preferably in the language/words used by the person making the allegation, and will not ask any questions which may seem to be 'leading'.
- 5) Report the allegation to Christine Smith immediately - and the person making the allegation will be made aware that this will happen. The person making the allegation will also be made aware that Christine Smith cannot promise not to speak to others about the information they have shared.

If, however, there is a clear and immediate danger to an individual then confidentiality will be broken, and priority given to the safety of that individual.

Reassure the CYP that:

- you are glad they have told you;
- they have not done anything wrong;
- what you are going to do next.

Explain that you will need to get help to keep the CYP safe.

CYP should not be required to provide multiple accounts of events within the organisation

9. WHAT YOU SHOULD DO IF YOU SUSPECT ABUSE

You may become concerned about a CYP for a number of reasons, for example:

- They have not spoken to you or avoid speaking to you
- They are upset
- Because of your observations, or
- You are given information from another party about a CYP.

It is good practice to ask a CYP why they are upset or how a cut or bruise was caused, or respond to a CYP wanting to talk to you. This practice can help clarify concerns and result in appropriate action.

If you are concerned about a CYP you must share your concerns. Initially you should talk to the **DESIGNATED CYP SAFEGUARDING LEAD**. You should make a note of your concerns and any actions agreed following your discussion with Christine Smith the **DESIGNATED CYP SAFEGUARDING LEAD**.

10. CONTACTING AGENCIES

In the instance of a disclosure / allegation or a suspicion with the CYP's permission (or the permission of the person making the allegation) **Friends of Culcheth Library (FoCL)** will contact social care services or the police. If the CYP refuses permission (or it is not possible to get permission) it will be explained that the seriousness of the situation is such that we will need to consider breaching our principle of client confidentiality. Christine Smith will immediately contact the national NSPCC helpline on **0808 800 5000** where experts will advise on the most appropriate course of action to take.

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