



CHILD AND YOUNG PERSONS SAFEGUARDING POLICY & PROCEDURE

POLICY STATEMENT

New Pathways is committed to keeping all children and young people safe and to responding appropriately to any concerns about the safeguarding of children and young people.

PURPOSE

This policy, and the associated procedures, sets out the actions that New Pathways will take in order to safeguard children and young people.

SCOPE

This policy applies to all New Pathways staff, at all times, and within any New Pathways premises or while working remotely. This policy also applies to staff and volunteers who may, on occasion, work in other locations on behalf of New Pathways.

INTRODUCTION

New Pathways adheres to the Wales Safeguarding Procedures (WSP). All staff attend Safeguarding training every three years and complete a refresher course annually. New Pathways believes the welfare of children and young people is paramount. All children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse.

New Pathways recognises that some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues. New Pathways aims to work in partnership with children, young people, their parents, carers, and other agencies to promote the welfare of children and young people. New Pathways has a Designated Safeguarding Person (DSP) for children & young people. This ensures that all staff have direct access to specialist advice and are able to discuss concerns about any child or young person. The DSP will act to ensure the safety of any individual child or young person who is considered to be at risk. The DSP will take a child-centred approach at all times.

Guiding principles in Legislation are:

- The Social Services and Well-being (Wales) Act 2014 - Part 7 Safeguarding
- Working Together to Safeguard People
- Code of Practice under Part 10 of the Social Services and Well-being (Wales) Act 2014
- The Mental Capacity Act 2005
- The European Convention of Human Rights, particularly Articles 2,3,5,6 and 8
- The United Nations Principles of Older Persons
- The United Nations Convention on the Rights of the Child
- Welsh Language Standards and the “More than Just Words” Framework
- Violence against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015.

The Social Services and Well-being (Wales) Act 2014 says ‘relevant partners’ of the local authority have a statutory (legal) responsibility to report if they have reasonable cause to suspect children or young people are at risk of abuse. Relevant partners include police, education, local health boards, and NHS Trusts.

www.legislation.gov.uk/anaw/2014/4/pdfs/anaw_20140004_en.pdf

All New Pathways staff are advised to download the WSP app or desktop app in order to have easy access to the Wales Safeguarding Procedures at all times.

www.safeguarding.wales

www.diogelu.cymru

TERMINOLOGY/DEFINITIONS

The definitions of abuse and neglect in the Social Services and Well-being Act (Wales) 2014 are detailed below:

Harm is defined as:

- Ill treatment. This includes sexual abuse, neglect, emotional abuse, psychological abuse, physical abuse, and domestic violence.
- The impairment of physical or mental health, including that suffered from seeing or hearing another person suffer ill treatment.
- The impairment of physical intellectual, emotional, social, or behavioural development, including that suffered from seeing or hearing another person suffer ill treatment.

Definition of Abuse or Neglect

- **Abuse** refers to physical, sexual, psychological, emotional, or financial abuse. Neglect refers to a failure to meet a person’s basic physical, emotional, social, or psychological needs, which is likely to result in an impairment of the person’s well-being.

- **Physical Abuse** includes, but is not limited to, hitting; slapping; over or misuse of medication; undue restraint; inappropriate sanctions; fabricating or inducing illness when a carer actively promotes a child's sickness by exaggerating it, does not treat real problems, fabricates or falsifies signs or deliberately makes a child ill.
- **Neglect** includes, but is not limited to, a failure to access medical care or services; negligence in the face of risk-taking; failure to give prescribed medication; failure to assist in personal hygiene or the provision of feed, shelter or clothing; emotional neglect.
- **Psychological Abuse** includes, but is not limited to, threats of harm or abandonment; coercive control; humiliation; verbal or racial abuse; isolation or withdrawal from services or supportive networks.
- **Sexual Abuse**, includes but is not limited to, rape and sexual assaults or sexual acts to which the child or young person at risk has not, or could not, consent and/or was pressurised into consenting.
- **Financial Abuse**, includes, but is not limited to, failing to meet a child or young person's needs for care and support which are provided through direct payments or complaints that personal property is missing.
- **Child Criminal Exploitation (CCE)** involves children in criminal activities including moving drugs or money for the profit of an individual, group or an organised criminal gang. CCE involves an element of exchange and is exploitation even if the activity appears consensual. CCE may involve force and/or enticement and is often accompanied by violence or threats of violence. Typically there is a power imbalance in favour of those who are exploiting the child.
- **Child Sexual Exploitation (CSE)** involves a child, is a form of sexual abuse and involves some form of exchange. It is the involvement of exchange that makes CSE distinct from other forms of child sexual abuse. Grooming, coercion and control are often employed by perpetrators and facilitators of CSE as ways to get children into a position to be abused and/or to ensure that children engage in sexual acts.
- **Child Trafficking** involves a child being moved from one place to another for the purpose of exploitation. Any child who has been recruited, transported, transferred, harboured or received for the purpose of exploitation must be considered to be a victim of trafficking and/or modern slavery, whether or not they have been forced or deceived.

OUR DUTY OF CARE

New Pathways recognises changes made by WSP to ensure that we adopt a child-centred focus and approach throughout our work with children and young people.

As an organisation which works with children and young people we will:

- value, listen to and respect them always.
- develop and implement effective online safety procedures.
- provide effective management for staff and volunteers through supervision, support, training, and quality assurance measures so that all staff and volunteers are aware of, and follow, our policies, procedures, and code of conduct appropriately.
- recruit and select staff and volunteers safely, ensuring all necessary checks are made recording, storing, and using information professionally and securely, in line with GDPR.
- use our policies and procedures to manage any allegations against staff and volunteers appropriately.
- ensure that we have effective complaints and whistleblowing policies in place
- provide a safe physical environment for children, young people, staff, and volunteers by applying health and safety measures in accordance with the law and regulatory guidance.

KEY PRINCIPLES

New Pathways is guided by the 6 key principles for safeguarding children & young people from WSP and is committed to:

1. Putting the needs and well-being of children and young people first.
2. Being alert to potential suspected abuse or risk of abuse or harm and understanding the actions that should be taken.
3. Providing direct access to advice and support so that any employee is able to discuss any concerns about a child or young person with the DSP or a line manager.
4. Encouraging all staff to use their professional judgement and to put the child/young person's needs at the centre of the system.
5. Working in a multi-agency and cooperative way in order to promote a child's well-being, record decisions appropriately and regularly review progress against the outcomes set out in care and support plans.
6. Providing access to professional strategic leadership which supports the practitioners working with children and young people to work to achieve the desired outcomes for every child and young person.

REPORTING

All staff at New Pathways attend CYP Safeguarding training every three years and complete an annual refresher course. All staff are fully aware of Wales Safeguarding Procedures.

The Social Services and Well-being (Wales) Act 2014 says ‘relevant partners’ of the local authority (including police, education, local health boards, and NHS Trusts) have a statutory (legal) responsibility to report if they have reasonable cause to suspect adults and children, including unborn children, are at risk of abuse.

All New Pathways staff must seek advice from the DSP, or manager if the DSP is not available, if there is any uncertainty about whether a child or young person is at risk of harm. No employee should wait for further evidence to confirm or refute concerns but advice should be sought immediately from the DSP. The DSP will determine whether to raise a safeguarding concern with the local authority and will manager any immediate actions that are required to ensure the individual at risk is safe. There may be some circumstances where the DSP/Manager asks the employee to make the report if it is considered that they are the best person to do so.

Safeguarding involves:

- Preventing and protecting children and young people at risk from abuse or neglect
- Educating people around them to recognise the signs and dangers of abuse and neglect
- Promoting their well-being
- Care and support to address unmet needs
- Care, support, and protection to address needs including keeping the individual safe.

A Report Must be made if the child or young person:

- Is experiencing abuse, neglect, or other kinds of harm
- Has experienced the above
- Is likely to experience the above

New Pathways’ Procedure for reporting:

All concerns about risk to a child or young person should be discussed with the DSP, or a manager in her absence without any unnecessary delay. The DSP will consider whether there is the potential for likely or actual significant harm to a child or young person. This is the threshold for social services initiating Section 47 enquiries under the Children’s Act 1989. The following should be considered:

- What is important to the child or young person?
- How best to achieve a child-centred approach.
- The characteristics, culture and beliefs of the child and their family including, for example, language, whilst recognising the importance of safeguarding the individual.
- Interventions should be timely and delivered in the right place

- Interventions need to be flexible and recognise individual needs and circumstances.
- How any emerging or new needs will be addressed.
- How to share information openly and honestly.

Making a report

- Report the concerns immediately to DSP, or a manager if the DSP is unavailable.
- Ensure concerns are reported immediately to social services, police or other relevant authority (after speaking to DSP/Manager) if this is the required action.
- Record without delay what the person has told you, using their exact words, the circumstances in which they made the allegation, or gave you information which resulted in concern.
- Record the date, time, place, and people who were present using 'Child/Young Person Report sheet' (Appendix 3.)
- The practitioner may be asked to report to social services, police, or other relevant authority, directly by the DSP or line manager, if it is felt that they are the most appropriate person to do so.
- Be sure to separate fact from opinion.
- Never report directly to social services, police or other relevant authority, without going through the DSP/line manager unless there is an immediate emergency.

Follow up

The DSP will record the concerns raised and any interventions on the secure online safeguarding spreadsheet.

The DSP will discuss any outcomes and interventions with the employee who raised the concern, as far as it is appropriate to do so.

Responsibility

Employees must not make promises to children and clients about holding information confidentially. Children and young people should be made aware of the limits to New Pathways' client contracts and Confidentiality Policy although wherever possible the wishes and feelings of a child or young person should be considered and a child-centred approach should always be adopted.

Making a report without consent from child or young person

The DSP may take the decision to make a report to social services, police or other relevant authority, without obtaining agreement from the child or young person. The reason for this decision should be recorded and may include:

- the possibility that the child or young person would be put at further risk.
- the possibility that a child/young person would be threatened or otherwise coerced into silence.
- the possibility that important evidence would be destroyed or lost.
- if a carer or family member is identified as the alleged abuser.
- where there is a duty to report.
- the child or young person lacks the capacity to consent.
- when it is considered that by not sharing the information a child or young person and/or their siblings or other children are likely to be at risk of serious harm.
- when it is suspected that a crime has been committed.
- when there are concerns about a failure in care by a practitioner and a breach of regulation or professional conduct; organisational or institutional abuse, or allegations against a practitioner.
- Where it appears that the child or young person is under the undue influence of another individual.

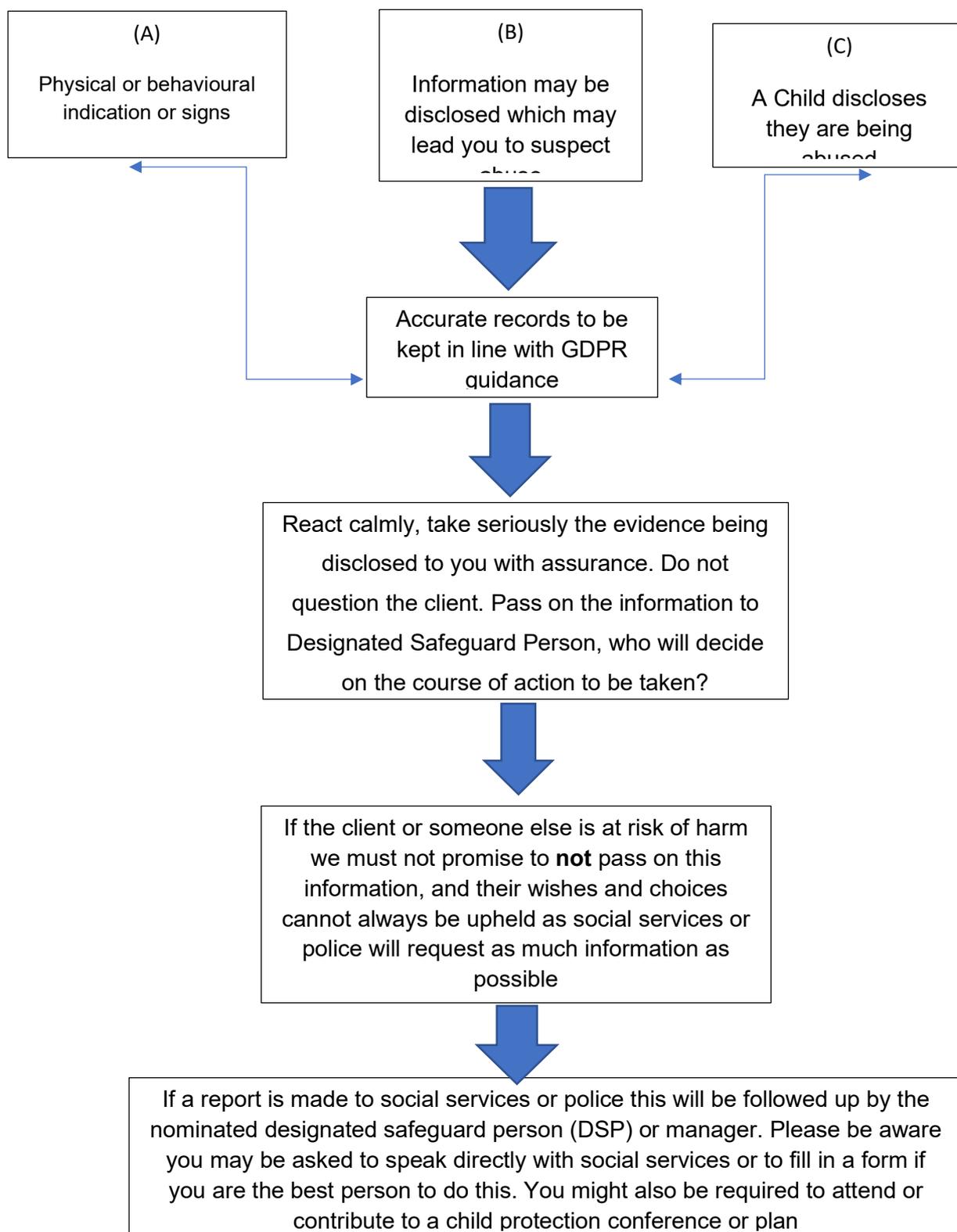
This policy will be reviewed in line with the Process for the Revision of New Pathways Policies and Procedures.

Approved by:	Date of approval:	Review date:
	25/3/2021	25/3/2024

Amendment approved:	Date of approval:	Review date:
	27/7/2021	25/3/2024

Appendix 1.

**NEW PATHWAYS CHILDREN & YOUNG PEOPLE
AT RISK PROCEDURE TO BE FOLLOWED:**



Appendix 2.



Safeguarding CYP minimum checklist: when information gathering:

- Name of child / children concerns are about
- DOB of child / children
- Address of child / children
- School of child / children
- Ethnicity of child / children
- Name of child/ children's main carer i.e. parent carer
- Parent/ carer contact number / address
- Nature of concern..... if clients use their own words:
- Nature of concern if yours use own words:
- Is there currently a social worker involved if so what is their name / what area are they based.
- Is the name/ relationship of the alleged to child/ young person known
- What is the address & age of alleged person the child or children at risk from? (if known)
- Does the alleged work with children or young people or vulnerable adults?
- Are there any known professionals currently working with the family i.e. GP, health visitor
School CAHMS, Special education needs or disability team.
- Has consent been taken form the young person / parent/ carer for the referral
- NB anything that might put a child/ young person at immediate risk of further harm **does not** require consent for us to make a referral in relation to safe guarding that child/ young person.

Appendix 3.



Child/Young Person Report Sheet

Name of client	
AGE/DOB	AGE: DOB:
Ethnicity	N/K
Religion	N/K
First Language	
Disability	<p>Plse ✓: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/></p> <p>Further information (list information supporting below such as impaired sight, difficulties hearing etc):</p>
Any Special Factors	
Home Address:	
Post Code:	
Telephone No:	
Siblings and/or children	

Are you reporting your own concerns or passing on those of somebody else? (Give details if somebody else i.e. Name, Address, Contact Number)	
If you answered 'somebody else above' what did they say?	
If the concerns are your own, please provide a brief description of what has prompted these concerns. Please include dates, times, and any specific incidents.	
Have you spoken to the child? If so, what was said?	
Are there any physical signs? Behavioural signs? Indirect Signs?	
Has anybody been alleged to be the abuser? If so, give details.	
Your Name:	

Position:	
To whom reported:	a) b) c) d)
Date Reported:	
Time Reported:	
Follow-Up Date:	
Signature of Child Protection Officer:	
Signature of Employee:	

Form Submitted To:	
Name:	
Address:	