



## **PRIME Commitment's Safeguarding Policy**

### **A) Introduction**

We believe that a child or young person should never experience abuse of any kind. We all have a responsibility to promote the welfare of all children and young people and to keep them safe. We are committed to practice in a way that protects them.

The purpose of this policy is a) to protect children and young people who take part in our programmes and events and b) to provide staff, instructors, volunteers and those to whom this policy applies with the overarching principles that guide our approach to child protection.

### **B) Legal framework**

This policy has been drawn up on the basis of law and guidance that seeks to protect children, namely:

- Children Act 1989
- United Convention of the Rights of the Child 1991
- Data Protection Act 2018
- Sexual Offences Act 2003
- Children Act 2004
- Protection of Freedoms Act 2012
- Relevant government guidance on safeguarding children

### **C) We recognise that:**

- The welfare of the child is paramount, as enshrined in the Children Act 1989
- All children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have a right to equal protection from all types of harm or abuse
- Safeguarding children is everybody's business
- Adults engaged in positions of trust towards children must exercise the highest levels of integrity and good practice

### **D) We will seek to keep children and young people safe by:**

- valuing them, listening to and respecting them
- adopting child protection practices through procedures and a code of conduct for staff, contractors and volunteers
- developing and implementing an effective e-safety policy and related procedures
- providing effective management for board members, contractors and volunteers through supervision, support and training where appropriate
- recruiting staff, contractors and volunteers safely, ensuring all necessary checks are made
- sharing information about child protection and good practice with children, parents, staff, contractors and volunteers
- sharing concerns with agencies who need to know, and involving parents and children appropriately.



## E) Scope

This policy applies to:

- All staff employed or engaged by us, including interns
- Board members
- Volunteers and visitors (such as donors) who may be in contact with children
- Consultants and contractors who are defined as working with children
- Organisations that run programmes on our behalf or in partnership with us that are defined as working with children

## F) Definitions

**Child** is someone under the age of 18

**Child abuse** is when any child is being harmed. Abuse can be physical, sexual, or emotional, or take the form of neglect.

**Working with children** is defined as those who are engaged in an activity on behalf of or funded by us that involves direct contact with, or facilitates access to, children.

## G) Code of conduct

Everyone who is covered by this policy commits to respecting, promoting, upholding and protecting, at all times, the rights of the child as set out in the UN Convention on the Rights of the Child. Anyone found to be in breach of our Code of Conduct will be subject to disciplinary action which may include dismissal or termination of employment or other arrangement with us.

Everyone covered by this policy should always follow the guidelines below when interacting directly with children and young people in any capacity on behalf of PRIME Commitment.

1. Prioritise the safety and wellbeing of the child at all times.
2. Never take sole responsibility for a child; if a child needs care alert the parent or chaperone.
3. Only take on practical caring responsibilities, for example, taking a child to the toilet, in an emergency.
4. Never give out your personal contact details, and do not 'friend' or 'follow' children you are working with on social networking sites.
5. Remember they are children first, and contributors or participants second.
6. Never lose sight of the fact that you are with children - behave appropriately and use appropriate language at all times.
7. Listen to and respect children at all times; don't patronise them.
8. Avoid favouritism, and treat children and young people fairly and without prejudice or discrimination.



9. Always act within professional boundaries; ensure all contact with children is essential to the programme / event / activity / project you are working on.

10. If you feel anyone is behaving inappropriately around children, you have a duty to report your concern through PRIME Commitment's Complaints Policy.

### **I) Partner organisations**

All formal or contractual arrangements with partners, individuals, groups or organisations which come into contact with children must include agreement on the rules in this Safeguarding Policy. Partners must adopt this policy or have developed their own policy of a similar standard. Partnership agreements must contain agreed procedures for reporting and investigating concerns involving safeguarding.

### **J) Recruitment**

New members of staff or contractors cannot begin work with children until they are in possession of a valid DBS check at the level appropriate to their role.

### **K) Awareness and application**

All staff, board members and volunteers will read and sign this policy and related procedures on induction.

### **L) REPORTING AND REFERRAL**

- If a child is in immediate danger you must call 999.
- All other concerns must be shared as soon as possible with the Designated Safeguarding Lead at the school/institution where you are working (if applicable) and with PRIME Commitment's Designated Safeguarding Lead

### **M) DESIGNATED STAFF**

**Designated Board Safeguarding Lead:**

Julie Randles  
[safeguarding@primecommitment.co.uk](mailto:safeguarding@primecommitment.co.uk)

Personal mobile tel. 07906 909074  
Safer Recruitment trained

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