



# Child Protection and Safeguarding GoCreate Taunton CIC

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## Child Protection and Safeguarding Policy

### Introduction

GoCreate Taunton is a Community Interest Company whose registered office is at GoCreate Taunton CIC, Room 11, Flook House, Belvedere Road, Taunton, TA1 1BT. GoCreate undertakes a range of Arts based activities ranging from School Workshops and Arts Award related activities, Arts Trails and Events organisation.

The purpose of this policy is:

- To protect children and young people who receive GoCreate Taunton CIC's services from harm. This includes the children of adults who use our services
- To provide staff and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to child protection.
- To inform staff and volunteers their responsibilities for safeguarding children and to enable everyone to have a clear understanding of how these responsibilities will be carried out.
- To inform on the Somerset Safeguarding Children Board's Inter-agency Child Protection and Safeguarding Procedures.

This Child Protection and Safeguarding Policy applies to all staff, including paid staff, volunteers and sessional workers or anyone working on behalf of GoCreate.

Safeguarding and promoting the welfare of children refers to the process of protecting children from maltreatment, preventing the impairment of health or development, ensuring that children grow up in circumstances consistent with the provision of safe and effective care and taking action to enable all children to have the best outcomes.

Child Protection refers to the processes undertaken to protect children who have been identified as suffering or being at risk of suffering significant harm.

Child includes everyone under the age of 18 Years old.

Those working with children are advised to maintain an attitude of **'it could happen here'** where safeguarding is concerned. When concerned about the welfare of a child, staff members should always act in the interests of the child and develop a culture where Safeguarding is everyone's responsibility.

### Legal framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. A summary of the key legislation is available from [nspcc.org.uk/learning](https://www.nspcc.org.uk/learning).

### We believe that:

- Children and young people should never experience abuse of any kind
- We have a responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them.

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

- ⑩ valuing, listening to and respecting them
- ⑩ appointing a nominated child protection lead for children and young people
- ⑩ recruiting and selecting staff and volunteers safely, ensuring checks are made
- ⑩ recording, storing and using information professionally and securely, in line with data protection legislation and guidance [*more information about this is available from the Information Commissioner's Office: [ico.org.uk/for-organisations](http://ico.org.uk/for-organisations)*] GoCreate is registered with the ICO.
- ⑩ using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
  - ⑩ managing any allegations against staff and volunteers appropriately
  - ⑩ creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- ⑩ ensuring that we have effective complaints and whistleblowing measures in place
- ⑩ ensuring that we provide a safe physical environment for our children

All children and young people will have the same protection regardless of age, disability, gender, heritage, religion, sexual orientation or identity. We are committed to anti-discriminatory practice and recognise the additional needs of children from minority groups and disabled children and the barriers they face, especially with communication.

### The Designated Safeguarding Lead

The committee should ensure an appropriate person will take lead responsibility for child protection and safeguarding. This person, whilst remaining independent of the GoCreate Committee will act in an advisory capacity on all projects and submit annual reports to the committee. This person should be consulted on any proposed activities that involve either children or young people or vulnerable adults by the leadership of GoCreate Taunton CIC who have the status and authority to commit resources and where appropriate, support and direct others.

### Responsibility of the Designated Safeguarding Lead

- ⑩ The DSL will refer all cases of suspected abuse or neglect to the Local Authority Children's Services (Safeguarding and Specialist Services) and/or Police (cases where a crime may have been committed) or to the Channel programme where there is a radicalisation concern. Act as a source of support, advice and expertise to staff on matters of safety and safeguarding and when deciding whether to make a referral by liaising with relevant agencies.

### Training

The Safeguarding Lead should undergo Somerset's formal training every two years (Advanced Child Protection) and maintain an awareness of current issues and practices.

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### Dealing with a disclosure

If a child discloses that he or she has been abused in some way, the member of staff or volunteer should:

- Listen to what is being said without displaying shock or disbelief
- Accept what is being said
- Allow the child to talk freely
- Reassure the child, but not make promises which might not be able to keep Never promise a child that they will not tell anyone - as this may ultimately not be in the best interests of the child
- Reassure him or her that what has happened is not his or her fault
- Stress that it was the right thing to tell
- Listen, only asking questions when necessary to clarify
- Explain what has to be done next and who has to be told
- Make a written record
- Pass the information to the Safeguarding Lead **without delay**

### Record Keeping

All concerns, discussions and decisions made and the reasons for those decisions should be recorded in writing. If in doubt about recording requirements staff should discuss with the designated safeguarding lead.

When a child has made a disclosure, the member of staff/volunteer should:

- Record as soon as possible after the conversation.
- Do not destroy the original notes in case they are needed by a court
- Record the date, time, witnesses, place and any noticeable non-verbal behaviour
- Indicate the position of any injuries
- Record statements and observations rather than interpretations or assumptions

All records need to be given to the Safeguarding Lead promptly. No copies should be kept.

### Confidentiality

Safeguarding and protecting children raises issues of confidentiality.

All staff and volunteers, have a responsibility to share relevant information about the protection of children with other professionals, particularly the investigative agencies (Children's Services: Safeguarding and Specialist Services and the Police).

If a child confides in a member of staff/volunteer and requests that the information is kept secret, it is important to tell the that they cannot promise confidentiality – instead they must explain that they may need to pass information to other professionals to help keep the child or other children safe.

Staff/volunteers who receive information about children and their families during their work should share that information only within appropriate professional contexts.

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### Procedure

When a member of staff is concerned about a child he or she will inform the Designated Senior Lead. The Designated Safeguarding Lead will decide whether the concerns should be referred to Children's Services. If it is decided to make a request for involvement to Children's Services this will be discussed with the parents, unless to do so would place the child at further risk of harm.

While it is the DSL's role to make request for involvement, any staff member can make a referral to Children's Services. If a child is in immediate danger or is at risk of harm (e.g. concern that a family might have plans to carry out Female Genital Mutilation), a referral should be made to Children's Services and/or the Police immediately. Where referrals are not made by the DSL, the DSL must be informed as soon as possible.

When a person is employed or engaged to carry out 'teaching' work in England, in the course of their work, discovers that an act of Female Genital Mutilation (FGM) appears to have been carried out on a girl under the age of 18 or there is a risk this might occur the teacher must report this to the police. This is a mandatory reporting duty.

The member of staff must record information regarding the concerns on the same day. The recording must be a clear, precise, factual account of the observations.

### Communication with Parents

We are fully committed to working in partnership with Parents. GoCreate Taunton will ensure the Child Protection and/or Safeguarding Policy is available publicly via the website. Parents should be informed prior to referral, unless it is considered to do so might place the child at increased risk of significant harm by:

- ⑩ The behavioural response it prompts e.g. a child being subjected to abuse, maltreatment or threats / forced to remain silent if alleged abuser informed;
- ⑩ Leading to an unreasonable delay;
- ⑩ Leading to the risk of loss of evidential material.

(We may also consider not informing parent(s) where this would place a staff at risk).

### Allegations involving staff/volunteers

An allegation is any information which indicates that a member of staff/volunteer may have:

- ⑩ Behaved in a way that has, or may have harmed a child
- ⑩ Possibly committed a criminal offence against/related to a child
- ⑩ Behaved towards a child or children in a way which indicates s/he would pose a risk of harm if they work regularly or closely with children

If staff members have concerns about another staff member then this should be referred to the CEO. Where there are concerns about the CEO, this should be reported directly to the Local Authority Designated Officer (LADO).

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The person to whom an allegation is first reported should take the matter seriously and keep an open mind. S/he should not investigate or ask leading questions if seeking clarification; it is important not to make assumptions. Confidentiality should not be promised and the person should be advised that the concern will be shared on a 'need to know' basis only.

The recipient of an allegation must not unilaterally determine its validity

If it is decided that the allegation meets the threshold for safeguarding, this will take place in accordance Somerset Safeguarding Children Board Inter-agency Child Protection and Safeguarding Children Procedures.

If it is decided that the allegation does not meet the threshold for safeguarding, it will be handed back for consideration via GoCreate's internal procedures.

For further information see: SSCB's Allegations Management or contact Somerset Direct for a referral to the LADO **Somerset Direct 0300 123 2224**.

NSPCC whistleblowing helpline is available for those who do not feel able to raise concerns regarding child protection failures internally. 0800 028 0285, line is available from 8:00 AM to 8:00 PM, Monday to Friday and Email: [help@nspcc.org.uk](mailto:help@nspcc.org.uk)

### Managing Allegations and Escalation

On being advised of an allegation which meets the criteria, the DSL should contact the Local Authority Designated Officer (LADO) within 1 working day. Phone Somerset Direct on **0300 123 2224** for a referral. The LADO's role is to provide advice and guidance to organisations dealing with allegations, to liaise with the police and other agencies, and to monitor the progress of cases to ensure that they are dealt with as quickly as possible, consistent with a thorough and fair process.

All referrals should be made in the first instance by phone to Somerset Direct indicating that you wish to refer an allegation against an adult who works with children. Please follow up all referrals using the LADO Reporting Form available on the Somerset Children Safeguarding Board site.

### Escalation

When working with professionals from other agencies there will at times be differences of opinion with regards to how to respond to an identified concern about a child, young person or family. Good preparation, open lines of communication and planning by professionals who take responsibility for decision-making will ensure differences are kept to minimum. However, disagreements may disadvantage the child or family involved if they are not resolved constructively and in a timely manner.

Safeguarding and promoting the welfare of children is a responsibility shared by all agencies. If you feel that a professional or an agency is not acting in the best interests of the child, young person or family, you have a **responsibility** to respectfully challenge the

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professional or agency. The Somerset Children Safeguarding Board or the SSE Education Safeguarding Adviser can provide further advice on this matter.

### Report a child at risk

If you are worried about a child or young person who could be in danger contact

- Children's Social Care on 0300 123 2224
- by email at [childrens@somerset.gov.uk](mailto:childrens@somerset.gov.uk)
- or the police

You can contact the police directly by dialling 101 and they will discuss with Children's Social Care what action should be taken.

**In an emergency always contact the police by dialling 999.**

If you would like to speak to a social worker outside of office hours please phone the Emergency Duty Team (EDT) on 0300 123 23 27.

If you suspect child abuse:

- **Do** listen to the child
- **Do** take what the child says seriously
- **Do** act quickly
- **Do** share your worries with Children's Social Care, police or NSPCC
- **Do** continue to offer support to the child
- **Don't** delay
- **Don't** probe or push the child for explanations
- **Don't** assume that someone else knows and will help. You must act **Ⓢ** **Don't** be afraid to voice your concerns,

### Radicalisation.

Keeping children safe from radicalisation risks is a safeguarding matter and should be approached in the same way as safeguarding children from other risks. Children should be protected from messages of all violent extremism.

To report concerns, contact the Regional Police Prevent Team:

Ⓢ Phone: 01179 455 536

Ⓢ Email: [channelsw@avonandsomerset.pnn.police.uk](mailto:channelsw@avonandsomerset.pnn.police.uk)

### Designated Child Protection and Safeguarding Lead

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### Deputy Protection and Safeguarding Lead

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