



## **Child Protection & Safeguarding Policy**

Premier Education Group fully recognises the responsibility it has regarding safeguarding and promoting the welfare of children. This policy sets out how the organisation will meet these responsibilities.

All staff have an important role to play in noticing indicators of possible abuse or neglect through their contact with children. It is important that all staff know what to do if they have any concerns. Staff will create and maintain an ethos where children are encouraged to talk and are listened to. They will have an awareness of the indicators of abuse and always take any concerns seriously.

**If staff have any suspicion that a child is being abused they will report this to:**

- The Head teacher or Designated Officer at the school the child attends
- Employer
- Inform the Premier Education Group Designated Officer on 01953 499040

**If a child discloses she/he has been abused, staff cannot promise to the child that this will be kept a secret. All staff who have unsupervised access to or contact with children are required to**

- Recognise and accept their responsibilities
- Develop awareness of the issues which can cause children harm
- Report concerns following the procedure below
- Document all that has happened using an incident report form

**Premier Education Group will endeavour to safeguard children by:**

- Ensuring all staff hold an up to date safeguarding qualification
- All staff have a full DBS check conducted through Premier head office
- Share all policies and procedures with all who work on behalf of the organisation
- Reporting concerns to the authorities
- Carefully following procedures for recruitment and selection of staff
- Provide effective updates for all staff, ensuring training is renewed and refreshed as appropriate
- Following the Outdoor Kids Sun Safety Code
- Following Intimate Care procedures

**Premier Education Group is committed to reviewing its CHILD PROTECTION & Safeguarding POLICY and CODES OF PRACTICE at regular intervals. It is our policy that:**

1. All staff working on behalf of Premier Education Group accept responsibility for the welfare of children who come into contact with Premier Education Group in connection with its tasks and functions, and that they will report any concerns about a child or somebody else's behaviour, using the procedures laid down.

2. There are Designated Child Protection Officers within Premier Education Group who will take action following any expression of concern and the lines of responsibility in respect of child protection are clear.
3. The Designated Child Protection Officers know how to make appropriate referrals to child protection agencies.
4. All those who are involved with children on behalf of Premier Education Group should adhere to all policies and procedures and staff Code of Conduct.
5. Information relating to any allegation or disclosure will be clearly recorded as soon as possible and there is a procedure setting out who should record information and the timescales for passing it on.
6. Physical contact between adults and children should be kept to the minimum required. Younger children may need more physical contact than older children. Adults should avoid contact which could be misconstrued.
7. It is not permissible to transport children.
8. Staff should not make suggestive or inappropriate remarks to or about a child, even in fun, as this could be misinterpreted.
9. The Children Act 1989 states that the “welfare of the child is paramount”. This means that considerations of confidentiality which might apply to other situations should not be allowed to override the right of children to be protected from harm. However, every effort should be made to ensure that confidentiality is maintained for all concerned when an allegation has been made and is being investigated.
10. Premier Education Group’s Child Protection & Safeguarding Policy will be referred to or included in recruitment, training, moderation and policy materials where appropriate, and the policies are openly and widely available to staff and actively promoted within the organisation.
11. It is important not to deter children from making a ‘disclosure’ of abuse through fear of not being believed, and to listen to what they have to say. It is important to follow Premier Education Group’s procedure for reporting concerns, and never attempt to investigate the concerns personally.
12. Accept that abuse of children can happen at any age (even from other children), gender, ethnic background or class, and not to allow personal preconceptions about people to prevent appropriate action taking place.
13. A culture of mutual respect between children and those who represent Premier Education Group in all its activities will be encouraged, with adults modelling good practice in this context.
14. All staff, and anyone in paid or unpaid work on behalf of Premier Education Group, with unsupervised access to children, will be checked appropriately. For coaches this will happen every time recruitment takes place.
15. It is part of Premier Education Group’s acceptance of its responsibility of duty of care towards children that anybody who encounters child protection concerns in the context of their work on behalf of Premier Education Group will be supported when they report their concerns in good faith.

### **Abuse of trust - The Sexual offences act 2003**

It is an offence for a person over 18 (e.g. teacher, sports coach, youth worker) to have a sexual relationship with a young person under 18 where that person is in a position of trust in respect of that young person even if the relationship is consensual. This applies where the young person is in full time education and the teacher/responsible adult works in the same establishment as the young person, even if he/she does not teach the young person.

### **Roles and Responsibilities of the Designated Child Protection Person (DCPP)**

Premier Education Group has multiple appointed Designated Child Protection Officers who are responsible for dealing with any concerns about the protection of children. This process

is overseen by the Skills & Compliance Director who can be contacted at Premier Education Group HQ on 01953 499040.

**The role of the designated person(s) is to:**

1. Know which outside child protection agency to contact in the event of a child protection concern coming to the notice of Premier Education Group
2. Provide information and advice on child protection within Premier Education Group
3. Ensure that appropriate information is available at the time of referral and that the referral is confirmed in writing under confidential cover
4. Liaise with local social services and other agencies as appropriate
5. Keep relevant people within Premier Education Group informed about any action taken and any further action required; for example, disciplinary action against a member of staff
6. Ensure that a proper record is kept of any referral and action taken, and that this is kept safely and in confidence
7. Advise Premier Education Group of child protection training needs
8. Liaise with the National Society for the Prevention of Cruelty to Children (NSPCC) to review the operation of the Child Protection Policy regularly to ensure the procedures are working and that it complies with current best practice.