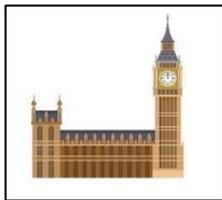




Safeguarding Children – Policy and Procedures:

SENDiass4BCP works with children and young people who have or may have Special Educational Needs and Disabilities, and their parents or carers.



“Safeguarding children and young people and protecting them from harm, is everyone’s responsibility. Everyone who comes into contact with children and families has a role to play.

Local agencies [...] also have a duty under section 11 of the Children Act 2004 to ensure that they consider the need to safeguard and promote the welfare of children when carrying out their functions.

Under section 10 of the same Act, a similar range of agencies are required to cooperate with local authorities to promote the well-being of children in each local authority area. This cooperation should exist and be effective at all levels of the organisation, from strategic level through to operational delivery.

Professionals working in agencies with these duties are responsible for ensuring that they fulfil their role and responsibilities in a manner consistent with the statutory duties of their employer.”

From *Working together to Safeguard Children* Department for Education March 2015

Everyone who works with children has a **responsibility** to keep them safe.

At SENDiass4BCP we believe that the welfare of the child or young person is paramount.



Our safeguarding policy and procedures follow the guidance given by the [Pan Dorset Safeguarding Children Partnership](#). All SENDiass4BCP staff must complete a full, enhanced disclosure and barring screening prior to taking up their post and will receive safeguarding and child protection training once they have started.

Duty to Refer:

The SENDiass4BCP team **do not** have a duty to **investigate** allegations regarding safeguarding and child protection. This is the responsibility of [Children's Social Care](#) and the police.

All members of the SENDiass4BCP team **do** have a responsibility to **refer** to Children's Social Care if they believe or suspect that a child or young person (under 18):

- has suffered significant harm
- is likely to suffer significant harm
- has a disability, developmental and welfare needs which are likely only to be met through the provision of family support services (with the agreement of the child's parent) under the Children Act 1989
- is a Child in Need whose development would be impaired without the provision of services

If members of the SENDiass4BCP team are concerned about a child, they can speak to their line manager or the designated child protection officer for the service unit.

For SENDiass4BCP this will be the Strategy Manager for SEND in Children, Young People, and Learning.

If line managers are not available or the matter is urgent, the person making the referral can speak in confidence to a qualified social worker at



BCP Childrens Social Care for guidance if there is any doubt about whether he or she should make a referral or not.

We do not work on the principle of, “*What if I am wrong?*” but rather “*What if I am right?*” and the child is regarded potentially as a child in need.

In an emergency, if there is suspicion that a crime has been committed, the matter will be referred to the police.

What is Child Abuse?

Child abuse is any action by another person – adult or child – that causes significant harm to a child. It can be physical, sexual, or emotional, but can just as often be about a lack of love, care, and attention.

We know that neglect, whatever the form it takes, can be just as damaging to a child as physical abuse.

An abused child will often experience more than one type of abuse, as well as other difficulties in their lives. It often happens over a period of time, rather than being one-off event. And it can increasingly happen online.

NSPCC

Main Categories of Abuse:

The main categories of abuse identified by the NSPCC include:

- Physical abuse: deliberately hurting a child causing injuries such as bruises, broken bones, burns or cuts.
- Neglect: the ongoing failure to meet a child's basic needs.
- Emotional abuse: emotional maltreatment or neglect (sometimes called psychological abuse).



- Online abuse: any type of abuse that happens on the web, whether through social media, playing online games, or using mobile phones.
- Bullying and cyberbullying: bullying can happen anywhere – at school, at home, and online. It is usually repeated over a long period of time.
- Domestic abuse: witnessing domestic abuse is child abuse, and teenagers can suffer domestic abuse in their relationships.
- Sexual abuse: a child is sexually abused when they are forced or persuaded to take part in sexual activities. This does not have to be physical contact, and it can happen online.
- Harmful sexual behaviour: children and young people who develop harmful sexual behaviours harm themselves and others.
- Grooming: children and young people can be groomed online or in the real world by a stranger or by someone they know – for example a family member, friend or professional.
- Child sexual exploitation: a type of sexual abuse in which children are sexually exploited for money, power, or status.

Procedures:

Making a referral:

The referrer will be asked for information about his or her concerns and any information they may have gathered before making the referral.

It is important that the referrer records as much information as possible, including:

- Names, dates of birth, gender, address of the child/children involved
- Names of anyone else living at the same address (if known)
- Names of those with parental responsibility
- Any special educational needs or disability of the child(ren) or parent
- Referrer's role or relationship to the child and/or parent



- Information about the cause for concern
- Whether the child is in need of immediate protection
- The location of the child
- Known involvement of other agencies
- The child's views and wishes if known
- Information regarding parental knowledge of and agreement to the referral
- Details of the alleged perpetrator(s) if known or relevant

Any allegation may eventually lead to criminal proceedings, so it is important that members of the SENDiass4BCP team **do not question the person who discloses the information or try to investigate the allegation** – the information recorded must be factual and not be based on opinion or hearsay.

It is important to **record only factual information** such as:

- The date of disclosure, suspicion, allegation, or incident
- Where and when the incident(s) occurred
- Who disclosed the information
- What the person disclosing the information says
- Any other relevant factual information
- Any indication of the parties involved
- Details of what action the referrer or anyone else took
- Details of the referrer

All recorded information must be kept completely confidential and secure.

It must only be shared following the government advice in the document [Information Sharing](#) (DfE March 2015)



Key Contacts:

BCP Children's Social Care

BCP First Response Hub:

childrensfirstresponse@bcpcouncil.gov.uk

01202 123334

The First Response Hub is open:

Monday to Thursday, 8:30am to 5:15pm

Friday, 8.30am to 4.45pm

Children's Out of Hours Team: 01202 738256

ChildrensOOHS@bcpcouncil.gov.uk

BCP Council Adult Social Care:

Residents, stakeholders, and partners of Bournemouth, Christchurch, & Poole

8.30am and 5.15pm (Monday to Thursday) and between 8.30am and 4.30pm (Fridays): asc.contactcentre@bcpcouncil.gov.uk

01202 123654

For those who are deaf, have hearing loss or who are speech impaired, you can contact us by textphone on [07747 757570](tel:07747757570)

The Emergency Duty Service (EDS) provides emergency assistance outside of office hours, at weekends and on bank holidays. Residents of Bournemouth, Christchurch and Poole can contact:

ASC.EmergencyDutyService@bcpcouncil.gov.uk

0300 1239895



If a crime has been committed the Police must also be informed – call 999 in an emergency or 101 for non-emergencies.

The social worker receiving the referral will discuss the concerns with the referrer. A decision to discuss the referral with other agencies without parental knowledge or permission should be authorised by a Children’s Social Care manager and the reasons recorded. A qualified social worker will assess the referral to decide what further action should be taken and a Children’s Social Care manager must approve the outcome of the referral.

Other Useful Contacts:

The [Early Help](#) team provide help and support with all aspects of family life. To find out more information email: childrensfirstresponse@bcpcouncil.gov.uk or call [01202 123334](tel:01202123334)

The Statutory SEND services team carry out the statutory assessment process for special education needs and disabilities (SEND) and monitors and reviews the progress of children. They can be contacted via email at sendbso@bcpcouncil.gov.uk or phone [01202 128880](tel:01202128880)

The LADO (Local Authority Designated Officer) Service should be contacted when there is a concern raised or an allegation made against an individual who works or volunteers with children.

This is a BCP Council service covering Bournemouth, Christchurch, and Poole.

- The main contact number for the service is [01202 817600](tel:01202817600)
- The secure email address for the service is: lado@bcpcouncil.gov.uk



Dorset Police:

Emergency telephone: 999 (child in immediate need of protection)

Non-emergency number: 101

Safeguarding referral unit:

- Tel: 01202 222229
- Email: sru@dorset.pnn.police.uk