



Company Ltd by Guarantee registered in England.
Registered number 33132461.
Registered Office:
Trent House, 234 Victoria Road, Fenton, Stoke-on-Trent, ST4 2LW
Registered Charity Number: 1062548

NSCA Safeguarding Children Policy

Revisions Control

Date	Summary of Changes Made	Changes Made By (Name)
23.09.2013	Reviewed	
20.07.2017	Reviewed	
01.10.2020	Reviewed	
12.01.2024	Amended – Contact details for reporting Safeguarding Concerns	Julie Hammersley
13.1.2025	Reviewed no changes	Julie Boon
22.4.2026	Reviewed no changes	Julie Boon

Next to be Reviewed : 22.4.2027

Contents

- 1) Introduction
- 2) What constitutes abuse?
- 3) Breaching Trust
- 4) Safer Recruitment
- 5) Common Assessment Framework
- 6) Self Care
- 7) Documents consulted in the production of this policy
- 8) Contact numbers



1) Introduction

The following principles underpin this policy:

1. The welfare of the child / young person is paramount.
2. All children / young people have the right to be supported and, when necessary, protected from abuse or harm.
3. All of our clients are vulnerable and though this information relates mainly to children and young people, is also relevant to the elderly, those with learning disabilities, and vulnerable adults. We have used the word child throughout this policy.
4. All suspicions and allegations of abuse or harm will be taken seriously and responded to swiftly and appropriately.
5. All members of North Staffs Carers Association (NSCA) have a responsibility to report concerns appropriately.
6. All members of NSCA are bound by the content of this policy and may have to take action in the event that concerns are raised as to the welfare or safety of a child or young person.
7. A child is a child or young person up to the date of their eighteenth birthday. Children are defined as being under the age of eighteen years in line with the Children Act (1989:2004).
8. Young people with a disability are covered under the Children Act up to the age of 25.
9. For the purpose of this policy, the term 'parent' refers to any adult who has parental responsibility for a child.

It is important that parents appreciate that staff are bound by the organisations' policies and procedures which could require them to act upon concerns which may be raised during the provision of services. As such, staff may have to take action in the event that concerns are raised by statements made by an adult, child or young person which may arouse suspicion that a child is at risk or is undergoing any form of harm, i.e. physical, sexual, emotional abuse or neglect. It is expected that this is made clear to all clients through contracting, which takes place at the beginning of the first assessment for services.



2) What constitutes abuse?

Abuse can take several forms. Below we have listed some forms of abuse that you can spot, this is not an exhaustive list so do be vigilant in the work you undertake with your clients.

REMEMBER

- All of our clients are vulnerable and though this information relates mainly to children and young people, is also relevant to the elderly, those with learning disabilities, and vulnerable adults.
- Protecting children and young people is a statutory responsibility.

The following are defined as Safeguarding issues and are based on, in particular, concerns that a child may be suffering, or **is likely** to suffer, significant harm:

Physical Abuse

This is when children are hurt or injured by others, for example by hitting, shaking squeezing or biting. Some things to look for are:

- Unexplained injuries, bruises or marks
- Fear, watchfulness, over anxiety to please
- Small, round burns or bite marks
- Frequent absences from school

Sexual Abuse

This is when others use children to meet their own sexual needs. This might include sexual activity involving the child or showing the children pornographic material on videos or the internet. Some things to look for are:

- Comments about sexual activity
- Sexual knowledge or comments which are not what you would expect from a child
- Sexual behaviour which is not what you would expect from a child
- Unexpected reactions of fear or wariness to people
- Repeated urinary or genital infections
- Pregnancy/sexually transmitted diseases



Emotional Abuse

This is when children are persistently denied love and affection. Children will suffer if they are always shouted at, made to feel stupid, rejected, used as scapegoats or live in a violent environment. Some things to look for are:

- Unexplained gifts or money
- Withdrawn, anxious behaviour, lack of self-confidence
- Self-harm and eating disorders
- Demanding or attention-seeking behaviour
- Unwillingness to communicate
- Repetitive, nervous behaviour such as rocking, hair twisting or scratching

Neglect

This is where no one meets children's basic needs for food, warmth, protection. Education and care, including health care. Some things to look for are:

- The child's clothes are often dirty, scruffy or unsuitable for the weather
- No one seeks medical help when child is ill or hurt
- The child is smelly and dirty
- The child is left alone or with unsuitable carers
- The child is thin, pale, lacking in energy
- Lots of accidents happen to the child
- The child is exposed to risks or dangers, such as dangers in the home or drugs or needles being left around

3) Breaching Trust

Breaching confidentiality in the supporting relationship is never done lightly.

The Children's Act Every Child Matters: Change for Children (2004) places a shared sense of responsibility across agencies, both statutory and voluntary sector, for safeguarding children and protecting them from harm.

In line with the Working together to Safeguard Children document (2010), it should be noted that the welfare of the child remains paramount, and that this may come at the sacrifice of the supportive relationship. It is the responsibility of the member of staff to work with the client so that this information is shared in a way that keeps them safe and allows the lines of communication to stay open.

No member of NSCA will be reprimanded or punished for sharing information relating to the safety or welfare of a child. There may however be consequences if a member of NSCA chooses not to share information.

In order to protect (wherever possible) the staff members relationship with the client, all team around the child meetings (TAC), serious case reviews, child protection conferences and panels regarding children in care and children in need will be attended by the NSCA Safeguarding Officer. This is to ensure that NSCA is working in a multi agency way in order to promote the wellbeing and welfare of children.

At the time this policy was written the named Safeguarding Officer is Anna Capper



4) Safer Recruitment

North Staffs Carers Association is committed to ensuring that it follows Safer Recruitment guidelines and has aligned all recruitment processes and training to this legislation.

5) Early Help Assessment

North Staffs Carers Association recognises the value and supports the principles of the Early Help Assessment (EHA). This initiative is a “shared assessment tool” used across agencies in England. “It can help practitioners develop a shared understanding of a child’s needs, so they can be met more effectively. It will avoid children and families having to tell and re-tell their story.” (Early Help Assessment and Eligibility Framework in Stoke-on-Trent).

Staff who are involved with children and young people have received training about the EHA. The safeguarding officer is the organisation’s EHA Lead who should be contacted if there are any concerns regarding the EHA.

The referrer is asked if a EHA is operational at point of referral to the organisation. This should be discussed at the initial appointment with the client and assurance given that this does not mean that confidentiality will be broken but that the EHA Lead Organisation will be advised that the child is attending NSCA.

6) Self-Care

All members of NSCA undergo thorough checks made by the Disclosure & Barring Service (DBS) at the start of their employment with the organisation. All members are subject to an enhanced DBS disclosure.

As an organisation we ensure that risk assessments are carried out for all work undertaken in head office, outreaches and community settings.

Every member of NSCA has a responsibility to remain up to date with Safeguarding legislation and procedures. Basic Artemis and Level 1 Safeguarding training are available to all members of NSCA and should be undertaken within the 1st six months of employment.

It is worth remembering that, in this organisation, it is extremely rare for a child or young person to make a disclosure relating to a Safeguarding issue. But, if it should happen, it is potentially a difficult situation for any member of staff to handle.

Appropriate support is essential and may come from a variety of sources. The NSCA Member should ensure that he / she has access to support and uses it as often as necessary.



7) Documents consulted in the production of this policy

- Working Together to Safeguard Children (2013).
- Framework for the Assessment of Children in Need and their Families (DH 2000).
- Inspection of Child Protection Services: Standards and Criteria (Social Services Inspectorate 2003).
- Useful Guidelines – Child Protection (Charity Commission 2003).
- Sections 27 – 49 of the Children’s Act, 1989.
- The Common Assessment Framework and Eligibility Framework in Stoke-on-Trent.

North Staffs Carers Association follows the policy, principles and values of the Staffordshire and Stoke-on-Trent Local Safeguarding Children’s Boards, whose websites are kept fully up-to-date on changes in legislation and local relevant information, advice and support.

NB: When using the links below please ensure you refresh the page as information is updated daily.

Further information around Safeguarding Children can be found on the Stoke Safeguarding Children Board Website at:

<http://www.safeguardingchildren.stoke.gov.uk/ccm/portal/>

<http://www.safeguardingchildren.stoke.gov.uk/ccm/navigation/support-for-professionals/procedure-manuals/>

And on the Staffordshire Safeguarding Children website:

<http://www.staffsscb.org.uk/professionals/procedures>

8) Contacts

Stoke-on-Trent

Children's advice and duty service (CHAD) on 01782 235100 (Monday to Friday 8.30am to 6pm).

If you need to contact us out of hours, then please call our emergency duty team on 01782 234234.

Staffordshire

First Response Team and Duty Local Authority Designated Officer (LADO) (located within the MASH):0800 1313 126

Staffordshire Police via the MASH or 101



Other Contacts

Social Care Contact Number 01782 235100

Staffordshire Police 01785 302010 (Child Protection Police Officer)

Policy Reviewed By : _____

Signature : _____

Date: _____