

## **Policy**

Weir Holm Adventures considers it is the duty of all members, staff and volunteers to protect children and young people who they come into contact with from abuse. This is part of our safeguarding children procedure. Not all concerns about children or young people relate to abuse, there may well be other explanations. It is important to keep an open mind and consider what you know about the child and their circumstances. If you are worried, it is not your responsibility to investigate and decide if it is abuse. It is your responsibility to act on your concerns and do something about it. Good communication between the forest school leaders, children and their families is key in safeguarding children.

## **The Risks to Children**

Children can be vulnerable to different forms of abuse and harm. It is important to recognise that abuse and harm of children can cover a wide range of circumstances and behaviours. For example, children can be at risk of:

- physical or emotional abuse
- neglect
- sexual abuse
- female genital mutilation (FGM)
- grooming and exploitation
- trafficking and modern slavery
- exposure to or infliction of domestic abuse
- bullying or cyber bullying
- exposure to other inappropriate content or behaviour, such as violence or criminal behaviour
- self-harm
- physical harm when engaging with activities without adequate supervision

The causal factors of any such harm and/or abuse can also be wide-ranging. For example, children can be placed at risk by family members or by members of the community.

## **Safeguarding Principles**

Safeguarding children from harm and abuse is an essential responsibility for our forest school. We are committed to ensuring that any child who comes into contact with our services is properly safeguarded. Every person under this policy must ensure that they play an active role in ensuring that children are properly safeguarded.

Every person under this policy holds responsibility for:

- remaining alert and aware of possible safeguarding risks to children
- guarding children against harmful environments with appropriate actions (for example, adequate supervision or ensuring safe environments)
- taking positive steps to maintain the safety and wellbeing of children engaging with us as a forest school
- reporting concerns expeditiously and appropriately, in line with child protection procedures
- understanding the duty to report specific concerns (and understanding how this interplays with confidentiality)
- challenging any inappropriate or harmful behaviour of any other adult and reporting this accordingly
- acting appropriately in the presence of children

- not taking any inappropriate risks
- not smoking, drinking or taking any form of illicit substances in the presence of children

### **Safeguarding Officer**

### **Any question, report or concern in relation to the safeguarding of children should be shared with our Safeguarding Officer:**

Name: Rose (Lottie) Jones  
Email: [rosecharlotte@hotmail.com](mailto:rosecharlotte@hotmail.com)  
Telephone: [07956338010](tel:07956338010)

### **Confidentiality and Data Protection**

All personal information we may process relating to children, shall be processed and stored in accordance with our data protection privacy policy

### **Responding to a safeguarding concern**

Where a child is at immediate risk of serious harm, any adult present should call 999. Thereafter, the Safeguarding Officer should be contacted as soon as is reasonably practicable.

Where there is a safeguarding concern but no immediate risk of serious harm, the adult who has heard or witnessed this concern should consult with the Safeguarding Officer as soon as practicable and by no later than the end of that same day.

Where any child makes a disclosure relating to harm or abuse to an adult, it is important for that adult to:

- listen calmly and carefully, showing that their views are taken seriously
- provide an appropriate and honest level of reassurance
- avoid interrogating children and asking probing, intrusive and/or leading questions
- avoid making false promises regarding secrets and confidentiality with the child (because any concern of abuse/harm must be shared with the Safeguarding Officer and any subsequent safeguarding referral)
- make a confidential written record of the discussion either during the discussion or immediately afterwards. The record should include the key details of the disclosure together with any relevant times, dates, places and people concerned. Audio and video recordings of children making disclosures should be avoided
- refer all relevant information to the Safeguarding Officer as soon as practicable afterwards, and by no later than the end of the day

Upon receipt of any safeguarding concern, the Safeguarding Officer shall consult with any other relevant persons and will make any appropriate referrals to the relevant authorities, such as the applicable Local Authority Children's Services department, Care Inspectorate Wales, Police.

The Monmouthshire Lead Officer for Safeguarding in Education is:-

Heather Heaney who can be contacted by:-

Phone- 01633 644392

Mobile- 07917707343

Email- [heatherheaney@monmouthshire.gov.uk](mailto:heatherheaney@monmouthshire.gov.uk)

Monmouthshire Children's Services can be contacted as follows:

Phone: 01291 635669

Out of hours telephone number: 0800 328 4432

NSPCC helpline can be used for children 08088005000

In an emergency situation, contact a social worker/ the police directly:

For Monmouthshire children's social services, please contact the following duty lines:

- Child Duty & Assessment Team: 01291 635 669
  
- Long Term Support Team: 01291 636 355
  
- [childduty@monmouthshire.gov.uk](mailto:childduty@monmouthshire.gov.uk)
  
- If it is outside office hours: 0800 328 4432

Care Inspectorate Wales :

Telephone: 0300 7900 126

E-mail: [CIW@gov.wales](mailto:CIW@gov.wales)

In an emergency dial 999

### **Radicalisation and 'Prevent' Duty**

In 2011, Welsh Government published guidance Respect and resilience: Developing community cohesion – a common understanding for schools and their communities which sets out the role that schools have in developing and supporting strategic approaches to promoting and maintaining community cohesion and eradicating violent extremism.

In 2012 the UK Government launched a refocused Prevent strategy. This strategy contained objectives to:

- respond to the ideological challenge of terrorism and the threat from those who promote it
- prevent people from being drawn into terrorism and ensure that they are given appropriate advice and support
- work with sectors and institutions where there are risks of radicalisation that we need to address.

Weir Holm Forest School will work with statutory safeguarding partners (such as local authorities, the police, the NHS and youth and offender management services) to:

- identify individuals at risk of being drawn into terrorism
- assess the nature and extent of that risk
- develop the most appropriate support plan for the individuals concerned.

The forest school will follow its mandatory duty to refer all concerns to the appropriate agencies. The All Wales PREVENT referral procedure requires all referrals to be made online: <https://digitalservices.south-wales.police.uk/en/all-wales-prevent-partners-referral-form/>

### **Reporting concerns about other adults**

Where any person has a concern regarding the conduct of an adult connected to the forest school which poses or may pose a safeguarding risk to children such as:

- harming a child either physically or emotionally
- exposing a child to behaviour which may cause physical or emotional harm
- engaging in criminal activity concerning a child

this must be raised in the first instance with the Safeguarding Officer (or where this is not appropriate, LADO Local Authority Designated Officer Heather Heaney: 01633644392) so that the next appropriate steps may be agreed and actioned. We recognise that there could be circumstances where a person may need to report a matter that has taken place in a setting outside of the person's engagement with Weir Holm Forest School.

Usually, any appropriate steps following a safeguarding referral in respect of an individual connected to the forest school will include either:

- a referral to CIW (Care Inspectorate Wales)
- further initial enquiries
- escalation to the applicable Local Authority Children's Services department for assessment and/or the police for investigation
- instigation of any appropriate disciplinary, formal investigation processes and suspension of any person concerned within Weir Holm
- a referral to the Disclosure and Barring Service, or any other relevant regulatory bodies

Any person within Weir Holm who has allegations made against them shall be informed properly in a formal meeting of the particulars of the allegations and the relevant next steps which shall be taken. Such a meeting should ordinarily be held by the Safeguarding Officer. On certain occasions, such a meeting may not be convened until this has been approved by any authorities involved (such as the police or the relevant Local Authority).

Any person from within Weir Holm who has allegations made against them shall be treated fairly. All enquires, investigations and decisions taken shall be just and fair, with the safety of any child concerned at the heart of the process.

Any person from within Weir Holm who makes an allegation against another person from within Weir Holm shall be listened to, taken seriously and shall be treated fairly and justly throughout the process of enquiries, investigations and decision making.

### **Disclosure and barring service (DBS checks and reporting)**

DBS checks under the appropriate legislation should be undertaken wherever required. The groups of people we will usually undertake DBS checks in relation to are:

- All employers & volunteers who undertake activities with children in our care

Wherever we deem it is necessary and appropriate to remove any individual from a position of work in a activity which is regulated under the relevant legislation, we shall also be obliged to make a referral to the Disclosure and Barring Service.

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Heather Heaney who can be contacted by:-

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Mobile- 07917707343

Email- [heatherheaney@monmouthshire.gov.uk](mailto:heatherheaney@monmouthshire.gov.uk)

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### **Links to external Safeguarding documents**

Wales Safeguarding Procedures (2019)

<https://safeguarding.wales/>

Monmouthshire County Council Safeguarding & Child Protection

<https://www.gwentsafeguarding.org.uk/en/Children/Protocols-and-Procedures/National-Documents/National-Protocols-Forms-Guidance-Useful-Documents.aspx>

275/2021 Keeping Learners Safe (Welsh Government, December 2021)

<https://gov.wales/sites/default/files/publications/2021-12/keeping-learners-safe.pdf>

Mandatory reporting of FGM

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/573782/FGM\\_Mandatory\\_Reporting\\_-\\_procedural\\_information\\_nov16\\_FINAL.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/573782/FGM_Mandatory_Reporting_-_procedural_information_nov16_FINAL.pdf)

Prevent Duty Guidance for England and Wales

<https://www.gov.uk/government/publications/prevent-duty-guidance/revised->

prevent-duty-guidance-for-england-and-wales