



Child Protection Policy and Procedures The Welbeloved Club

This policy relates to Volunteers between 14 and under 18 years of age. Under 14's are not able to volunteer at The Welbeloved Club.

At the Welbeloved Club, we intend to create an environment in which teenage volunteers and children are safe from abuse and in which any suspicion of abuse is promptly and appropriately responded to.

Any issues relating to safeguarding children are kept highly confidential and will only be discussed with those that are involved with the situation.

The Welbeloved Club Safeguarding Officer is Jo Sydes (nee Jo Gill). Jo can be contacted via:

- jo@thewelbelovedclub.com
- 07906 873939

The Safeguarding Officer provides support, guidance and advice on an ongoing basis and on any specific safeguarding issue as required and ensures that all volunteers attend training or are signposted to the Welbeloved Policies whenever necessary. All volunteers and members of the Welbeloved Club are given access to the Safeguarding Policy.

We aim to:

- Create an environment at our Club that encourages volunteers to develop a positive self-image, regardless of race, language, religion, gender, age, culture or home background.
- Help volunteers to establish and sustain satisfying relationships with other volunteers and our members.
- Encourage volunteers to develop a sense of autonomy and independence.
- Ensure volunteers have a general understanding of our standard Risk Assessments.

To do this, we adhere to and will refer to all the necessary legal frameworks.

Where there are any concerns regarding the safeguarding of any child volunteering at The Welbeloved Club these should be raised with the Club's Safeguarding Officer.

When there are clear concerns about a child, Hertfordshire County Council should be contacted on:

0300 1234043 (option 1 for Child Protection/Social Care).

They can also be contacted for advice if necessary. The Safeguarding Officer may inform any appropriate authorities including the parents/guardians (unless it is considered the child will be at risk of harm in doing so).

Disclosures

Where a volunteer under 18 years of age, makes a disclosure to a volunteer or member of the Management Team of The Welbeloved Club, they must not question them but:

- offer reassurance to them.
- listen to them.
- gives reassurance that she or he will take action.
- informs them that the adult will have to tell another adult .

Recording suspicions of abuse and disclosures

The Safeguarding Officer will record:

- The child's name.
- The child's address.
- The age of the child.
- The date and time of the observation or the disclosure.
- An objective record of the observation or disclosure.
- The exact words spoken by the child.
- The name of the person to whom the concern was reported, with date and time.
- The names of any other person present at the time.

All volunteers should be aware of The Welbeloved Club Safeguarding Officer who will offer support and guidance for recording information. All information must be recorded within 24 hours to enable it to be permissible in court if necessary.

Informing Parents or Guardians

If a suspicion of abuse is reported to the Safeguarding Officer and it is deemed necessary to forward the information to Herts County Council Child Protection Team, the instructions given by these agencies will be followed regarding informing parents/guardians and the next course of action.

Signs and Symptoms of Abuse

Signs and symptoms of possible abuse are (these are examples and not an exhaustive list):

- **Physical Abuse:** This involves hitting, shaking, throwing, burning, suffocating or any other physical harm. Deliberately causing a child's ill health also constitutes physical abuse.
- **Sexual Abuse:** This involves forcing or enticing a child to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative or non-penetrative acts. Showing children pornographic materials, sexual activities, or encouraging children to behave in sexually inappropriate ways also constitute sexual abuse.
- **Emotional abuse:** Emotional abuse involves persistent or severe emotional ill-treatment or torture causing, or likely to cause, severe adverse effects on the emotional stability of a child. Such behaviour may involve conveying to a child that they are worthless, unloved, or inadequate, or making them feel unnecessarily frightened or vulnerable.

- **Neglect:** Neglect is the persistent failure to meet a child’s basic physical, emotional, or psychological needs, such as is likely to have a severe impact on their health, development or emotional stability. Neglect may involve failing to provide adequate food, shelter or clothing for a child, or failing to adequately protect them from physical harm or ill health. Neglect can also manifest itself in a failure to meet the basic emotional needs of child.
- **Female Genital Mutilation (FGM):** FGM is illegal in the UK and a form of child abuse with long-lasting harmful consequences. Professionals in all agencies, and individuals and groups in relevant communities, need to be alert to the possibility of a girl being at risk of FGM, or already having suffered FGM.

Confidentiality

All volunteers are informed (via the Safeguarding Policy and Registration form) that all suspicions, investigations and subsequent information must be kept confidential and shared only with those who need to know. Any information is shared under the guidance of the Hertfordshire County Council Child Protection Team (when reported).

Specific Regulations in place for Under 18s

- The Welbeloved Club insurance policy covers young people between the age of 14 and 18 to volunteer at a lunch.
- Enhanced DBS checks are completed on a group of regular volunteers.
- All under 18s are supervised by either their parent/guardian or a DBS checked volunteer.
- All young people volunteering for The Welbeloved Club must complete a registration form.
- Written (email) permission must be given from their parent/guardian if they are going to volunteer independently from them.
- Under 18s volunteering for The Welbeloved Club do not need a Hertfordshire work permit as The Welbeloved Club is a not for profit organisation (<https://thegrid.org.uk/admissions-attendance-travel-to-school/attendance/school-aged-employment>).
- Under 18s can volunteer at The Welbeloved Club on a Sunday and for more than 2 hours as there is “no specific employment legislation about young people volunteering for not for profit organisations” [Young volunteers and safeguarding | NSPCC Learning](#).

This Child Protection Policy was signed on 17th February 2024

Signed by Chair of Trustees, on behalf of The Welbeloved Club

