

Safeguarding policy – Children and Young People Policy

The Scope of this policy statement is

Shackleton Village Residents Association is a group set up to support and inform residents of Shackleton Village, and to promote a sense of friendliness, community and inclusivity.

The purpose of this policy statement is:

- To protect children and young people who receive Shackleton Village Residents Association's services from harm. This includes the children of adults who use our services.
- To provide committee members, residents and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to child protection.

This policy applies to anyone working on behalf of Shackleton Village Residents Association: the committee, residents, volunteers, anybody paid by the Association to carry out work on its behalf, and students.

For the purposes of this policy the definition of a child or young person is someone under the age of 18 years old.

Legal framework

This policy has been drawn up based on legislation, policy and guidance that seeks to protect children in England. A summary of the key legislation and guidance is available from the NSPCC (<https://learning.nspcc.org.uk/child-protection-system/england>)

Supporting documents

This policy statement should be read alongside our organisational policies, procedures, guidance and other related documents, especially those relating to safeguarding, health & safety, privacy, etc.

We believe that:

- Children and young people should never experience abuse of any kind.
- We have a responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them.

Definitions of abuse can be found here <https://www.nspcc.org.uk/what-is-child-abuse/types-of-abuse/>

We recognise that:

- The welfare of children is paramount in all the work we do and in all the decisions we take.
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.
- All children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or

sexual orientation have an equal right to protection from all types of harm or abuse.

- Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.
- Extra safeguards may be needed to keep children who are additionally vulnerable safe from abuse.

We will seek to keep children and young people safe by:

- Valuing, listening to and respecting them.
- Appointing a nominated Designated Safeguarding Lead for children and young people, a deputy and a lead for H&S and safeguarding.
- Adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for the committee, residents, volunteers, anybody paid by the Association to carry out work on its behalf, and students.
- Developing and implementing an effective online safety policy and related procedures.
- Providing effective management for committee members and volunteers through supervision, support, training and quality assurance measures so that the committee, residents, volunteers, anybody paid by the Association to carry out work on its behalf, know about and follow our policies, procedures and behaviour codes confidently and competently.

Recruiting and selecting the committee, residents, volunteers, anybody paid by the Association to carry out work on its behalf safely, ensuring all necessary checks are made

- Recording and storing and using information professionally and securely, in line with data protection legislation and our Privacy Policy.
- Sharing information about safeguarding and good practice with children and their families via leaflets, posters, group work and one-to-one discussions.
- Making sure that children, young people and their families know where to go for help if they have a concern.
- Using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately.
- Using our procedures to manage any allegations against the committee, residents, volunteers, anybody paid by the Association to carry out work on its behalf appropriately.
- Creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise.
- Ensuring that we have effective complaints and whistleblowing measures in place.
- Ensuring that we provide a safe physical environment for our children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance.
- Building a safeguarding culture, as much as Shackleton Residents Association is able, where the committee, residents, volunteers, anybody paid by the Association to carry out work on its behalf, children, young people and their families, treat each other with respect and are comfortable about sharing concerns.

Roles and Responsibilities:

The Designated Safeguarding Lead:

Name: Penny Stynes

Phone: 07979 473852

Email: penny.stynes@hotmail.co.uk

Health and Safety Lead

Name: Dave Cotterell

Phone: 07885 750350 (mobile for out of hours)

Email: davetenpick@gmail.com

Chair of Shackleton Village Residents Association

Name: Amy Cox-Newton

Phone: 07789 991312

Email: amyjessecox@hotmail.com

It is not the role of Designated Safeguarding Lead or Shackleton Village Residents Association to decide whether abuse has taken place or not. It is therefore vital that the committee, residents, volunteers, anybody paid by the Association to carry out work on its behalf raise all cases of suspected or alleged abuse in line with the procedures identified in this policy as there may already have been concerns expressed by other staff, committee members, trustees, volunteers, etc., and failure to report concerns may put children and/or young people, at risk.

Any allegation made against a person in a **position of trust** (Committee member, Councillor or volunteer) should be reported to the designated safeguarding lead immediately. The matter will be investigated, and the appropriate action taken.

Reporting Incidents:

All allegations or suspicions must be treated seriously and reported to the Designated Safeguarding Lead as soon as possible and logged accordingly.

The Designated Safeguarding Lead will then devise an appropriate plan of action. The exact nature of the action taken will be determined by the individual circumstances, in some instances it may not be possible for Shackleton Village Residents Association to maintain confidentiality.

If you do not feel comfortable speaking to the Designated Safeguarding Lead, please contact Warwickshire Family Connect or NSPCC or in emergency situations the Police.

Contact Details

Speak to your designated safeguarding contact, if advised contact the appropriate social services department for your local authority area to log the issue and seek advice.

If anyone is at urgent risk of harm call the Police on 999 or 101

- **Emergency contact number:** If a child / adult at risk is in immediate danger you should contact the Police on 999 or 101.
- **Warwickshire contact numbers:**

- **Concerns about a child or young person:** Warwickshire Family Connect should be contacted on **01926 414144** during office hours and **01926 886922** outside of normal office hours.

NSPCC Helpline 08088005000

Document signed off by the Residents Association committee 12th June 2026

Revision A

Review Date 11th June 2027