

Safeguarding Children

At **Fun Fest** we work with children, parents, external agencies, and the community to ensure the children in our care are protected from abuse, harm and radicalisation. Children have the right to be treated with respect, be helped to thrive and to be safe from any abuse in whatever form.

Safeguarding children is everybody's responsibility and while the children are with us for a short period during the school holidays, we support the children within our care, protect them from maltreatment and have robust procedures in place to prevent the impairment of children's health and development. At Fun Fest we promote acceptance and tolerance of other beliefs and cultures.

There is always a Designated safeguarding Lead (DSL) available on site while the club is in session. The DSL coordinates safeguarding and child protection issues, supports practitioners with safeguarding concerns and liaises with the relevant external agencies (e.g. Social Care Team and Ofsted)

The club's designated DSL is _____

Safeguarding and promoting the welfare of children is defined as:

- Providing help and support to meet the needs of children as soon as problems emerge
- Protecting children from maltreatment, whether this is within or outside the home, including online
- Preventing the impairment of children's mental and physical health and development
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- Taking action to enable all children to have the best outcomes

Child Abuse, Neglect and exploitation

Child abuse, neglect and exploitation is any form of physical, emotional or sexual mistreatment or lack of care that leads to injury or harm. An individual may abuse, neglect or exploit a child directly, or by failing to protect them from harm. Some forms of abuse, child neglect and exploitation are listed below.

- **Emotional abuse** is the persistent emotional maltreatment of a child so as to cause severe and persistent adverse effects on the child's emotional development. It may involve making a child feel like they are worthless, unloved or inadequate. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

- **Physical abuse** can involve hitting, shaking, throwing, poisoning, burning, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer feigns the symptoms of or deliberately causes ill health to a child.
- **Sexual abuse** involves forcing or enticing a child to take part in sexual activities, whether the child is aware of what is happening or not. This can involve physical contact, or non-contact activities such as showing children sexual activities or encouraging them to behave in sexually inappropriate ways.
- **Neglect** is the persistent failure to meet a child's basic physical and emotional needs. It can involve a failure to provide adequate food, clothing and shelter, to protect a child from physical and emotional harm, to ensure adequate supervision or to allow access to medical treatment.
- **Domestic Abuse** Psychological, physical, sexual, financial and emotional.

Signs of child abuse and neglect

Signs of possible neglect and abuse may include:

- Significant changes in a child's behaviour
- Deterioration in a child's general well-being
- Unexplained bruising or marks
- Comments made by a child which give cause for concern
- Reasons to suspect neglect or abuse outside the setting, e.g.... In the child's home, a girl may be subjected to (or at risk of) female genital mutilation (FGM) or that the child may be living with or witnessed domestic abuse.
- Inappropriate behaviour displayed by a member of staff, or any other person. e.g. inappropriate sexual comments, excessive one to one attention beyond the requirements of their role or inappropriate sharing of images.

If abuse is suspected or disclosed

When a child makes a disclosure to a member of staff, the member of staff will:

- Reassure the child that they were not to blame and were right to speak out
- Listen to the child but not question them
- Give reassurance that the staff member will need to take action
- Record the incident as soon as possible (*see logging an incident below*)

If a member of staff witnesses or suspects abuse, they will record the matter straight away using a **Record of Allegation form**. If a third party expresses concern that a child is being abused, we will encourage them to contact the Social Care Team directly. If they do not do so, we will explain that the club is obliged to, and the incident will be logged accordingly.

At Fun Fest, our staff recognise that children may not feel ready or know how to tell someone that they are being abused, exploited, or neglected and/or they may not recognise their experiences as harmful. This could be due to their vulnerability, disability, or language barriers. They may also feel embarrassed, humiliated or are being threatened. Our staff recognise this and where they have any concerns about a child, they will raise this with the designated safeguarding lead (DSL) without unreasonable delay.

Other types of abuse

Female genital mutilation (FGM)

FGM is an illegal, extremely harmful practice and form of child abuse and violence against women and girls. FGM is therefore dealt with as part of our existing safeguarding procedures. All our staff receive training in how to recognise when girls are at risk of FGM or may be subjected to it.

If FGM is suspected or disclosed, we will follow the same procedures as set out above for responding to child abuse and make a report to the Children's Social Care Team directly.

Child-on-child abuse

Children are vulnerable to abuse by their peers. Child-on-child abuse is taken seriously by staff and will be subject to the same child protection procedures as other forms of abuse. Staff are aware of the potential uses of technology and the internet for bullying and abusive behaviour between young people.

- Sexual activity (in primary-aged children) of any kind, including sexting
- One of the children is significantly more dominant than the other (e.g. much older)
- One of the children is significantly more vulnerable than the other (in terms of disability, confidence, physical strength)
- There has been some use of threats, bribes or coercion to ensure compliance and secrecy.

Our staff will not dismiss abusive behaviour as normal between young people. The presence of one or more of the following in relationships between children

should always trigger concern about the possibility of peer-on-peer abuse. ***If child-on-child abuse is suspected or disclosed, we will follow the same procedures as set out above in responding to child abuse.***

Extremism and radicalisation

All childcare settings have a legal duty to protect children from the risk of radicalisation and being drawn into extremism. There are many reasons why a child might be vulnerable to radicalisation, e.g.

- Feeling alienated or alone
- Seeking a sense of identity or individuality
- Suffering from mental health issues such as depression
- Desire for adventure or wanting to be part of a larger cause
- Associating with others who hold extremism beliefs

Signs of radicalisation

Signs that a child may be at risk of radicalisation include:

- Changes in behaviour, for example becoming withdrawn or aggressive
- Claiming that terrorist attacks and violence are justified
- Viewing violent or extremist material online
- Possessing or sharing violent or extremist material

If a member of staff suspects that a child is at risk of becoming radicalised, they will record any relevant information or observations on a **logging a concern form** and referring the matter to the DSL.

Fabricated illness

Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child. The parent or carer may seek out unnecessary medical treatment or investigation; they may exaggerate a real illness and symptoms or deliberately induce an illness through poisoning with medication or other substances, or they may interfere with medical treatments.

If Fabricated Illness is suspected, we will follow the same procedures as set out above in responding to child abuse.

Breast ironing/flattening

Breast ironing also known as "breast flattening" is the process where young girls' breasts are ironed, massaged and/or pounded down using hard or heated objects in order for the breasts to disappear, or delay the development of the breasts entirely.

It is believed that by carrying out this act, young girls will be protected from harassment, rape, abduction, and early forced marriage.

If breast Ironing/flattening is suspected, we will follow the same procedures as set out above in responding to child abuse.

Child sexual exploitation (CSE)

CSE is where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. CSE does not always involve physical contact; it can also occur through the use of technology. CSE can affect any child or young person (male or female) under the age of 18 years, including 16- and 17-year-olds who can legally consent to have sex. It can include both contact (penetrative and non-penetrative acts) and non-contact sexual activity and may occur without the child or young person's immediate knowledge (e.g., through others copying videos or images they have created and posted on social media).

Signs and indicators may include:

- Physical injuries such as bruising or bleeding
- Having money or gifts they are unable to explain
- Sudden changes in their appearance
- Becoming involved in drugs or alcohol, particularly if you suspect they are being supplied by older men or women
- Becoming emotionally volatile (mood swings are common in all young people, but more severe changes could indicate that something is wrong)
- Using sexual language that you wouldn't expect them to know
- Engaging less with their usual friends
- Appearing controlled by their phone
- Switching to a new screen when you come near the computer
- Nightmares or sleeping problems
- Running away, staying out overnight, missing school
- Changes in eating habits
- Talk of a new, older friend, boyfriend, or girlfriend
- Losing contact with family and friends or becoming secretive
- Contracting sexually transmitted diseases.

Child Criminal Exploitation (CCE)

CCE is where an individual or group takes advantage of an imbalance of power to coerce, control, manipulate or deceive a child into any criminal activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial or other advantage of the perpetrator or facilitator and/or (c) through violence or the threat of violence. The victim may have been criminally exploited even if the activity appears consensual. CCE does not always involve physical contact; it can also occur through the use of technology.

CCE can include children being forced to work in cannabis factories, being coerced into moving drugs or money across the country, forced to shoplift or pickpocket, or to threaten other young people. Some of the following can be indicators of CCE:

- Children who appear with unexplained gifts or new possessions.
- Children who associate with other young people involved in exploitation.
- Children who suffer from changes in emotional well-being.
- Children who misuse drugs and alcohol.
- Children who go missing for periods of time or regularly come home late; and
- Children who regularly miss school or education or do not take part in education.

If CSE or CCE is suspected, we will follow the same procedures as set out above in responding to child abuse.

County Lines

The National Crime Agency (NCA) describe county lines as a term used to describe gangs and organised criminal networks involved in exporting illegal drugs from big cities into smaller towns, using dedicated mobile phone lines or other form of 'deal line.' Customers will live in a different area to where the dealers and networks are based, so drug runners are needed to transport the drugs and collect payment.

Offenders will often use coercion, intimidation, violence (including sexual violence) and weapons to ensure compliance of victims. Children can be targeted and recruited into county lines in a number of locations including schools, further and higher educational institutions, pupil referral units, special educational needs schools, children's homes and care homes.

Cuckooing

Cuckooing is a form of county lines crime in which drug dealers take over the home of a vulnerable person in order to criminally exploit them as a base for drug dealing, often in multi-occupancy or social housing properties. Signs that this is happening in a family property may be an increase in people entering or leaving the property, an increase in cars or bikes outside the home; windows covered, or curtains closed

for long periods, family not being seen for extended periods; signs of drug use or an increase in anti-social behaviour at the home. If we recognise any of these signs, we will report our concerns as per our reporting process.

If County Lines or Cuckooing is suspected, we will follow the same procedures as set out above in responding to child abuse.

Up skirting

Up skirting involves taking a picture of someone's genitals or buttocks under their clothing without them knowing, either for sexual gratification or to humiliate, or distress, the individual. This is a criminal offence, and any such action would be reported following our reporting procedures.

If Up skirting is suspected, we will follow the same procedures as set out above in responding to child abuse.

Witchcraft and Child abuse linked to faith or belief (CALFB)

Child abuse linked to faith or belief (CALFB) can happen in families when there is a concept of belief in:

- Witchcraft and spirit possession, demons or the devil acting through children or leading them astray (traditionally seen in some Christian beliefs)
- The evil eye or djinns (traditionally known in some Islamic faith contexts) and dakini (in the Hindu context)
- Ritual or multi murders where the killing of children is believed to bring supernatural benefits, or the use of their body parts is believed to produce potent magical remedies
- Use of belief in magic or witchcraft to create fear in children to make them more compliant when they are being trafficked for domestic slavery or sexual exploitation.

If Witchcraft or child abuse linked to faith or belief (CALFB) is suspected, we will follow the same procedures as set out above in responding to child abuse.

At Fun Fest, all staff are aware that abuse, neglect, exploitation and safeguarding issues are rarely standalone issues and events. In most cases issues will overlap. Staff recognise that children might be at risk of harm inside and outside of their time at Fun Fest, at home and whilst online. Our staff at Fun Fest exercise professional curiosity to help identify early signs of abuse, neglect and exploitation and act early in cases where children might need our help or protection.

All staff at Fun Fest are aware of indicators of abuse, neglect and understand that children can be at risk of harm inside and outside of the club, the home and online.

Staff exercising professional curiosity and knowing what to look for is vital for the early identification of abuse and neglect so that staff are able to identify cases of children who may be in need of help or protection.

All staff, but especially the Designated Safeguarding Lead (DSL) should consider whether children are at risk of abuse or exploitation in situations outside their families. Extra familial harms take a variety of different forms and children can be vulnerable to multiple harms including (but not limited to) sexual abuse (including harassment and exploitation), domestic abuse in their own intimate relationships (teenage relationship abuse), criminal exploitation, serious youth violence, county lines and radicalisation.

All staff at Fun Fest are aware that technology is a significant component in many safeguarding and wellbeing issues. Children are at risk of abuse and other risks online as well as face to face. In many cases abuse and other risks will take place concurrently both online and offline. Children can also abuse other children online, this can take form of abusive, harassing, and misogynistic/misandristic messages, the non-consensual sharing of indecent images, especially around chat groups, and the sharing of abusive images and pornography to those who do not want to receive such content. In all cases, if staff are unsure, they always speak to the Designated Safeguarding Lead.

Absent Children

If a child has not arrived at Club within one hour of their normal start time the parents will be called to ensure the child is safe and healthy.

If the parents are not contactable then the emergency contacts numbers listed will be used to ensure all parties are safe. Staff will work their way down the emergency contact list until contact is established, and we are made aware that all is well with the child and family. It is a parent's responsibility to keep their emergency contact details updated. If contact cannot be established, then we would use our professional judgement to assess if a home visit from the manager is required to establish all parties are safe.

If contact is still not established, we would assess and use our professional judgement if it would be appropriate to contact relevant authorities for them to investigate further.

Where a child is part of a child protection plan, or during a referral process, any absences will immediately be reported to the local authority children's social care team to ensure the child remains safe and well.

For more information see our Arrivals, Departures and Attendance Policy

Logging a concern

All information about the suspected abuse, disclosure or concern, will be recorded on the **logging a concern form** as soon as possible after the event. The record should include:

- Date of the disclosure, or incident, or observation causing the concern
- Date and time which the record was made
- Name and date of birth of the child involved
- A factual report of what happened. If recording a disclosure, staff will use the child's own words
- Name, signature and job title of the person making the record

It is important not to promise the child complete confidentiality. This promise cannot be kept. It is vital that the child is allowed to talk openly, and disclosure is not forced, or words put into the child's mouth.

The record will be given to the club's DSL who will decide on the appropriate course of action.

The record should be signed by the person reporting this and the DSL will also date, sign and keep the record in a separate confidential file.
Staff must not make any comments either publicly or in private about the supposed or actual behaviour of a parent, child, or member of staff.

For concerns about child abuse, the DSL will contact their social care team immediately in line with their local reporting procedures. The DSL will follow up referrals to their social care team in writing within 48 hours.

It is not the Club's role to investigate; it is the role of statutory services to complete this.

If a member of staff thinks that the incident has not been dealt with properly, they may contact the social care team directly.

For minor concerns regarding **radicalisation**, the DSL will contact their local safeguarding team ___(insert)_____

For more serious concerns, the DSL will contact the police on the non-emergency number (101), or the anti-terrorist hotline on 0800 789 321
For urgent concerns, the DSL will contact the police using 999

Allegations against staff

If anyone makes an allegation of child abuse against a member of staff:

- The allegation will be recorded on an **Incident record form**. Any witnesses to the incident should sign and date the entry to confirm it.
- The allegation must be reported to the Local Authority Designated Officer (LADO) immediately and to OFSTED. The LADO will advise if other agencies (e.g. police) should be informed, and the club will act upon their advice. Any telephone reports to LADO will be followed up in writing within 48 hours.
- Following advice from the LADO, it may be necessary to suspend the member of staff pending full investigation of the allegation.
- If appropriate, the club will make a referral to the Disclosure and Barring Service.

Promoting awareness amongst staff

The club promotes awareness of child abuse and the risk of radicalisation through its staff training. The club ensures that:

- The designated DSL has relevant experience and receives appropriate training in safeguarding and Prevent Duty, and is aware of the **Channel Programme** and how to access it
- Designated Safeguarding Leads receive level 3 training every two years and a refresher with their local authority is recommended annually to ensure any changes and knowledge remain robust.
- All staff receive safeguarding training meeting the requirements of EYFS Annex C, which is refreshed at a maximum of 2-year intervals
- Annual refresher training will be offered to all staff by means of either: *accredited providers, *online courses, *local authority training, to help maintain basic skills. Staff are supported to implement learning through either: *supervisions, *team meetings, *mentoring.
- Safer recruitment procedures are followed for all new staff to ensure only suitable individuals are recruited, including obtaining references before employment commences, conducting identity and qualification checks, and recording all vetting information as part of safer recruitment processes are understood and followed by all responsible for recruitment, in line with our **Safe Recruitment Policy**.
- **All staff have a copy of this safeguarding policy**, understand its contents and are vigilant to signs of abuse, neglect or radicalisation.
- All staff are aware of how to respond in a timely way at the earliest opportunity
- All staff are aware of their statutory duties regarding the disclosure or discovery of child abuse, and concerns about radicalisation
- Safeguarding is a permanent agenda item at all staff meetings ensuring the whole team communicates well and are kept up to date
- All staff receive basic training in the **Prevent Duty**

- Staff are supported to understand how to keep themselves safe and how to blow the whistle should they be concerned about other staffs' behaviour or practise in line with our **Whistleblowing Policy**
- Staff are familiar with the Safeguarding File and where it is located, (Add location) and understand this file is confidential and will seek permission from the DSL prior to accessing
- The Club's procedures are in line with the guidance in **Working Together to Safeguard Children (2023)**, and staff have read and are familiar with **What To Do If You're Worried A Child Is Being Abused (2025)**
- Staff are familiar with the **Safeguarding File** which is kept (add location)

Use of mobile phones and wearable technology

Photographs will only be taken of children with their parent's permission. Only the club mobile phone will be used to take photographs of children at the club, with the permission and supervision of the manager.

Neither staff nor children nor visitors may use their mobile phones or wearable technology such as smart watches to take photographs at the club.

For more information see our Mobile Phone and Wearable Technology policy.

Safeguarding is a much wider subject than the elements covered within this single policy, therefore this document should be used in conjunction with the Club's other policies and procedures including:

- Online safety
- Human Trafficking and Modern Slavery
- Prevent Duty and Radicalisation
- Domestic Abuse, Honour Based Abuse (HBA) and Forced Marriage
- Looked After Children
- Monitoring staff behaviour
- Social networking
- Mobile phone and wearable technology
- Safe recruitment
- Disciplinary
- Grievance
- Promoting positive behaviour
- Whistleblowing
- Volunteers

Contact numbers:

Local Authority Social Care Team: _____

Local Authority Out of Hours: _____

LADO (Local Authority Designated Officer) _____
 Local Authority Prevent Co-ordinator: (insert contact details if applicable, not all LA have one)
 Police: 101 (non-emergency)
 Police: 999 (emergency)
 Anti-terrorist hotline: 0800 789 321
 Government helpline for extremism concerns **020 7340 7264**
 NSPCC: 0808 800 500
 Ofsted: 0300 123 1231

Legal framework and definition of safeguarding

- Children Act 1989 and 2004
- Childcare Act 2006 (amended 2018)
- Safeguarding Vulnerable Groups Act 2006
- Children and Social Work Act 2017
- The Early Years Foundation Stage Statutory Framework *for group and school-based providers* (EYFS) 2025
- Working Together to Safeguard Children 2026
- Keeping Children Safe in Education 2025
- Data Protection Act 2018
- What to do if you're worried a child is being abused 2015
- Counter-Terrorism and Security Act 2015.
- Prevent Duty 2023

This policy was adopted on	Signed on behalf of the Club	Date for review
16/10/2024	Tina Iezekil	16/10/2025
	Tina Iezekil 1/9/25	Reviewed 1/9/2025
		Date for review 1/9/2026
		Reviewed 01/07/2026,
	Tina Iezekil	Date for review 01/07/2027

Written in accordance with the Statutory Framework for the Early Years Foundation Stage (2025): Safeguarding and Welfare requirements: Safeguarding policies and procedures [3.4 – 3.6] and Suitable People [3.13- 3.19] Safeguarding Training [3.30 – 3.32].