



SAFEGUARDING POLICY AND PROCEDURES

2024

Why do we have Safeguarding Guidelines?

The purpose of our Safeguarding Guidelines is:

- To protect children (anyone under the age of 18), young people and vulnerable adults (anyone above 18 years with a vulnerable status due to disabilities.) who interact with and receive Life Beacon's services from harm. This also applies to LBI Volunteers.
- To provide volunteers, as well as children, 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 Life Beacon, including volunteers, associates and students.

Legal Framework

LBI's Guidelines have been drawn up on the basis of legislation, policy and guidance that seeks to protect children.

See Gov.uk 'Keeping children safe in education'.

Our Beliefs

- All children, regardless of age, disability, gender, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse. The welfare of children is paramount in all the work we do and in all the decisions we take.
- Children, young people should never experience abuse of any kind.
- We have a responsibility to ensure the welfare of children and young people, to keep them safe and to practice our activities in a way that protects them.
- Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.
- Working in partnership with children, young people, their parents or carers and educational institutions is essential in promoting young people's welfare.

Guidelines

Code of Good practice for Volunteers

1. All LBI volunteers are expected to follow the procedures of LBI no matter their role, department or project they have been assigned to. Volunteers will be informed of these procedures at the start of their volunteering. For example, some activities may require an Enhanced Disclosure and Barring Service (DBS) check and Risk Assessments that need to be read and signed.
2. All project leaders leading projects that benefit children under 18 years should have Enhanced DBS check done.
3. Volunteers should never be alone with children (anyone under the age of 18).
4. Volunteers should never make friends with children or their parents outside of the sanctioned activity. You MUST NOT contact children via personal social media or texting and never swap personal contact details. Volunteers should note that grooming (contact of more than two texts or social media messages, either of which implies or states a romantic relationship or is of a sexually suggestive nature) is a CRIMINAL OFFENCE. The possession of sexually suggestive images of children or the viewing of such is also a criminal offence.
5. Volunteers should always avoid unnecessary physical contact with children – respect their privacy. It's ok to comfort a child who is upset, but keep contact to a minimum and always seek consent from the child first – e.g 'Is it ok if I hold your hand?'
6. Incidents of bullying between children involved in LBI activities must be taken seriously. Incidents must be reported to the project leader.
7. Should any volunteer have any concerns about another volunteer with regard to abuse or neglect they must report it to the project leader immediately to enable prompt action to be taken.
8. Photographs cannot be taken unless LBI volunteers have been authorised to take photographs. Photographs should only be taken using the camera device supplied by the project staff for the event. Permission for images need to be taken must be obtained in advance from the parents or guardians of the children.

Guidelines

Code of Good practice for Volunteers

9. If there is concern that a child might be suffering or has suffered abuse or neglect, for example if they say something that has happened to them, for the child's protection the incident must be passed to the DSL on the same day (The DSL- designated safeguarding lead is the person appointed to take lead responsibility for child protection issues in a school).

10. Volunteers must refrain from alcohol or other impairing drug consumption for 12 hours before assuming responsibility for any children, and refrain from consumption whilst responsible for any children.

11. Volunteers must refrain from entering into personal relationships with children. If they are the subject of inappropriate affection or attention from a child (eg an infatuation or 'crush'), they must make others aware of this and not encourage the child to continue with the inappropriate affection.

12. Volunteers must not allow any allegations made by a child to go without being reported and addressed, nor must they trivialise or exaggerate child abuse issues, or make promises to keep any disclosure confidential from relevant authorities.

13. No child should be questioned and no investigation should be made by volunteers after an allegation or concern has been raised. This is the job of the authorities. However, only the facts should be recorded IN WRITING, DATED AND SIGNED and reported to the DSL.

14. Because you are in a position of trust (e.g as mentor or advisor) you must take extra care to ensure the appropriateness of your interpersonal relationships with young people.

15. Volunteers must act with discretion with regards to their personal relationships and not expose children to inappropriate behavior or language (such as sexual behavior and cursing).

Guidelines

Volunteers should never, even in the context of “having fun”:

- Initiate or engage in sexually provocative conversations or activity
- Allow the use of inappropriate language or behavior go without challenge
- Do things of a personal nature for children that they can do themselves
- Show favouritism to any one child
- Issue or threaten any form of physical punishment.

This policy applies to anyone working on behalf of Life Beacon, including trustees, co-ordinators, volunteers, and stakeholders.

If you are unsure about the contents of this document, please email Life Beacon International at Info@lifebeacon.org.

Guidelines

Please write your name, sign and date on the dotted lines to indicate you have read and understood LBI's Safeguarding guidelines and will abide by them.

Name:

Signature:

Date:

Do not sign and date if you require more information or further training. Instead please email info@lifebeacon.org and we will respond with more information or we will make arrangements for further training.