



## Safeguarding Policy

# New Forest Christian Camp

This policy applies to all volunteers on camp.

NFCC believes that a child or young person should never experience abuse of any kind. We have a responsibility to promote the welfare of all children and young people and to keep them safe. We are committed to practice in a way that protects them.

### The purpose of this policy is:

- To protect children and young people who attend New Forest Christian Camp;
- To provide all volunteers with the overarching principles that guide our approach to safeguarding.

### We recognise that:

- The welfare of the young person is paramount, as enshrined in the Children Act 1989;
- All children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have a right to equal 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;
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

### Safeguarding policy:

- We will ensure all adults on camp have been subject to an enhanced DBS check.
- We will ensure that adults and children have separate sleeping arrangements.
- We will ensure all volunteers on camp are alert to the basic signs of abuse (physical, emotional, sexual or neglect). They will know who to refer concerns or suspicions to and also be aware of the procedure to follow if a child discloses information to them regarding a situation in their life;
- We will ensure all volunteers are made aware of procedures regarding confidentiality and for sharing and receiving information, including the need for clear recording of any conversations, complete with dates and actions to be taken;
- We will make the designated safeguarding officers known to all volunteers on arrival;
- We will ensure that all volunteers have access to the safeguarding procedure, essential contact numbers, and procedures for sharing and receiving information;
- We will ensure that all volunteers are following good practice at all times and do not display inappropriate behaviour which could be deemed as a safeguarding issue. All volunteers will be aware of any signs of inappropriate behaviour by other leaders and should continue to follow procedure.



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- We will ensure that adults, other than those designated as photographers for NFCC, do not take any photographs or video of under 18s on camp (even if they are friends) or post any photos on social media.
- We will respond, without delay, to every complaint made which suggests that an adult, child or young person may have been harmed, co-operating with the police and local authority in any investigation.
- In all these principles we will follow legislation, guidance and recognized good practice.
- Ensure that ALL children / young people know they can communicate with any adult/volunteer on camp if they are worried about something.

We are committed to reviewing our policy and good practice annually.

### Safeguarding procedure:

- If a child discloses the adult should:
  - Listen & accept what the child says.
  - Try and write down what is being said where possible. If this is not possible, write up the conversation as soon as it is finished.
  - Stay calm; the pace should be dictated by the child without them being pressed for detail. DO NOT ASK LEADING QUESTIONS such as “did x touch you there?” It is our role to listen - not to investigate.
  - Try to bring in one of the safeguarding officers as soon as it practically possible.
  - If more information is needed to establish if there has been abuse use open questions such as “describe what happened?” “tell me what happened?”
  - Use age-appropriate vocabulary and language; avoid jargon or terms the child may not understand.
  - Be careful not to burden the child with guilt by asking questions like “Why didn’t you tell me before?” but you could ask ‘Have you spoken to anyone else about this?’
  - Acknowledge how hard it maybe for the child to tell anyone what has happened.
  - Do not criticise the perpetrator, the child may well have a relationship with them.
  - Do not promise confidentiality but reassure the child that they have done the right thing, explain whom we will have to tell (the Designated Safeguarding Lead) and why and, depending on the child’s age, what the next stage will be. It is important that we avoid making promises that we cannot keep such as “I’ll stay with you all the time” or “it will be all right now.”
  - The Designated Safeguarding Lead will decide on when and how to contact the parent / carer to share concerns.
- When recording information:
  - Be aware that any records made may well be used in subsequent investigations and possible court hearings.



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- Make detailed notes at the time or immediately afterwards; record the date, time, place and context of disclosure or concern. Record facts and what was said but not your assumption or interpretation. – Use the safeguarding record form found in the safeguarding folder.
- If it is observation of bruising or an injury record the detail, e.g., “right arm above elbow”.
- Use skin / body maps if necessary – These can be found in the safeguarding folder in the kitchen.
- Do not take photographs.
- Note the non-verbal behaviour and the key words in the language used by the child but do not to translate into ‘adult language’.
- Record the date, time and location where the notes were made and if anyone else was present.
- Pass the notes as soon as possible to the Designated Safeguarding Lead.

### Designated Safeguarding Leads:

- Kaz Towner
- Katy Owen
- Faye Doohan

### Declaration:

I \_\_\_\_\_ have read and understood the safeguarding policy and procedures for NFCC.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_