



Garland Mountaineering

Child Protection and Safeguarding Policy

Child Safeguarding Policy

Safeguarding Officer (SO):

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Of interest to:

- Garland Mountaineering Staff, indicated as (GM) from herein.
- Sub-contractors
- Parents
- Clients

Policy on safeguarding children

- ✓ The welfare of the child and/or vulnerable adult is paramount. Within the context of this policy 'child' and 'children' can also be taken to cover vulnerable adult(s).
- ✓ All children whatever their age, culture, disability, gender, language, racial origin, religious beliefs and/or sexual identity, have the right to protection from abuse.
- ✓ All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately. A child is defined as a person under the age of 18 years (The Children Act 1989).

Introduction

Child abuse is a term used to describe ways in which children are harmed, usually by adults and often by people they know and trust. It refers to the damage done to a child's physical or mental health. Children can be abused within or outside their family, at school or in a sports or community environment. Vulnerable adults may also be subject to similar abuse.

- ✓ GM, including its subsidiary companies/contractors, value children and their protection
- ✓ GM wants to safeguard children on activities.
- ✓ GM wants to fulfil its duty of care and provide a safe training or work environment
- ✓ GM wishes to give clear direction to staff in situations that may be distressing
- ✓ GM wishes to address and reduce any harm to which a child is being or may be subjected.

GM staff do not have responsibility or contact with children on a regular basis. However, GM wishes to have a policy to cover those situations where its staff or associates do have contact with children. This contact may be direct or indirect.

GM staff should never be left on their own with children and will withdraw their services rather than find themselves in this situation. It is the responsibility of the SO to provide an environment where GM staff can carry out their duties without the likelihood of finding themselves left alone with children.

Policy for staff

Wherever staff are required to have contact with children, GM will only recruit or appoint staff who are deemed suitable to work with children, based on their declarations of unspent and exempt convictions, in accordance with the Rehabilitation of Offenders Act, 1974.

GM staff working with children will be issued with a copy of this policy. Any member of GM staff found in breach of the guidance will be subject to disciplinary procedures in accordance with national law.

Policy for reporting

GM staff will not undertake any investigations itself, referring evidence instead to the appropriate authorities, such as Social Services, the Police or the NSPCC.

GM designated safeguarding officer (SO) may make preliminary enquiries, where work experience placements are involved, in consultation with the child's school. The school have principal responsibility for dealing with child protection issues and will involve the appropriate authorities.

GM and its subsidiaries will maintain a full record of any reported incidents or suspicions, including the procedures followed, the feedback received and to whom the case was referred. All records will be protected in compliance with the Data Protection Act 1998.

Training

- Specific training will be available for MGM staff as required.
- GM will put staff where possible through a certificated safeguarding course. In the absence of an external certified course, GM will provide in house training.

Annex A

Procedure for allegation of suspicion of abuse perpetrated by a GM member of staff or representative.

- Reporting of allegations or suspicions must be through the SO.
- The SO will decide whether to refer the case to the relevant body (eg Social Services, the Police)
- The appropriate independent person may need to be involved with any decision to re-allocate activities due to be carried out by the person under investigation, before the outcome of the investigation is known.
- If a report is received from an anonymous source, the SO will contact an independent person in confidence, sharing the evidence if appropriate, asking for a response with 5 working days. If a response is not received the SO may follow up the referral or may contact the Social Services.
- The SO will keep all sensitive information secure, including dates and details of the referral, the feedback received, the procedures followed the outcome of advice given by the Social Services, as appropriate.

Procedure for incidents arising on GM premises or by GM staff

- Any member of GM staff or representative who has concerns about the inappropriate behaviour of another member of staff who has access to any assessment materials or other materials involving pictures or details of children should discuss their concerns immediately with the SO.
- The member of staff/sub-contractor should consult the SO immediately.
- The SO will decide whether to contact the Police.
- Child abuse by a member of GM constitutes gross misconduct and future work will be terminated.

Annex B

Good practice

Always work in an open environment avoiding private or unobserved situations and encouraging open communication

- ✓ Treating all children equally with respect and dignity
- ✓ Always putting the welfare of each child first
- ✓ Maintaining a safe and appropriate distance with children
- ✓ Being an excellent role model – this includes not smoking or drinking alcohol in the company of children
- ✓ Keep physical and professional distance
- ✓ Be aware of the effect that your words and actions may have
- ✓ Hand-on situations, IE assisting with wetsuits/harnesses must be open and in view of others

- ✓ Ensure training and work experience providers are fully briefed on CP issues and that they agree to a CP policy or appropriate control measures.

Practices to be avoided

- Spending excessive amounts of time alone with children away from others
- Straying from the activity or specific task
- Being unnecessarily inquisitive – only ask for what is necessary to fulfill the requirements of the activity or matter in hand
- Saying anything that might make the child feel uncomfortable or debased
- Saying anything that could be interpreted as aggressive, hostile or impatient
- Being drawn into personal conversations or introducing personal subjects
- Sitting or standing too close to the child
- Standing over the child or otherwise making the child feel pressured
- Meeting other than at the pre-arranged venue
- Exchanging personal contact details IE address, phone number or connection on social media.

Practices never to be sanctioned

The following should never be sanctioned.

You should **never**:

- Allow or engage in any form of inappropriate touching
- Allow children to use inappropriate language unchallenged
- Make sexually suggestive comments to a child, even in fun
- Reduce a child to tears as a form of control
- Allow allegations made by a child to go unchallenged or unrecorded
- Promise a child that their confidences will be kept secret.

All staff and contractors are responsible to protect all children or vulnerable adults if their charge. This includes other adults in a group. Examples could include fitting harnesses or wetsuits, camping, or an adult client being left alone with a minor.

Currently GM does not hold an AALS licence and only Assistant Climbing Instructor and Climbing Wall Instructor courses will potentially have persons under 18. If sub-contracting and running coasteering, Mountain Biking, Lowland Leader or Rock Skills an arrangement must be made regarding AALS.

All staff and contractors must read this policy and either sign or email confirmation of reading and understanding their responsibilities.

Any concern must be documented on the form below and emailed to the SO within 24 hours of any incident or disclosure.

Staff contractors will be asked to submit current DBS documents and any safeguarding training evidence.

Children and Vulnerable Adults Incident Report Form

Confidential

Reporting Instructor		Date	
Child/Vulnerable Adult Name			
Contact details			
Date Incident was Discovered			
How was incident Discovered			
Details of incident Concerns raised			
Safeguarding Officer Informed (SO)	<u>Yes</u>		<u>No</u>
MGM understands that the discovery and reporting of any incident may cause some distress, if this is the case, would you like the opportunity to discuss this with the SO?	Yes		No
For Official Use Only: For the use of MGM only. To be completed by the Safeguarding Children Officer			
Action taken/reported to (centre/police/local child protection agency/social services)			
MGM Staff Closing Investigation		Date Closed	
Signed		Date	

Policy Control

Name of Policy	Child Protection and Safeguarding	Issue Date 2/2/20
Written By	Mark Garland	Review Date 2/2/21 or significant change
Associated Policies	Lone Working	
Policy Officer/s	Mark Garland	Owner

Annex D: Useful Contacts

NSPCC helpline:

0808 800 5000

www.nspcc.org.uk

ChildLine:

0800 1111

www.childline.org.uk

Child Protection in Sport Unit:

cpsu@nspcc.org.uk

www.thecpsu.org.uk

More useful contacts

The National Children's Bureau Forum on Children & Violence: 020 7843 6309

www.ncb.org.uk

Criminal Records Bureau helpline:

0870 90 90 811

www.crb.gov.uk

Every Child Matters

www.everychildmatters.gov.uk

National Children's Bureau

www.ncb.org.uk

020 7 843 6000

Ofsted

22 Kingsway

London

WC2B 6SE

Sport England

www.sportengland.org