



Safeguarding and Child Protection Policy

Reviewed: 15th May 2025

History of Changes

1.1 Reviewed Carol Campbell 30.09.2020

2.1 Complete review of policy and procedures Board of Trustees 15.11.2023

2.2 Review of policy and procedures by Board of Trustees 19.06.2025

Safeguarding and Child Protection Policy.

This policy will be reviewed annually or more regularly if required.

1. Introduction

This policy applies to all staff (whether voluntary or paid) including the board of trustees, sessional workers, agency staff, guest speakers, students or anyone working on behalf of ASPIRE 2 SUCCEED.

2. The purpose and scope of the policy is to ensure that:

- safer Recruitment and Selection is in place in line with current law, policy and procedure.
- that every child or young person who uses or accesses ASPIRE 2 Succeeds services is safeguarded and always protected from harm
- to provide staff and volunteers, as well as children and young people and their families with the overarching principles that guide our approach to child protection.
- That at the point of selection staff understands safeguarding policy and procedures and can implement it at every level.
- That children, young people, parents, and staff know what to do if they are worried or concerned about any practice.



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3. Legal framework

3.1 This policy has been drawn up based on legislation, policy, and guidance that seeks to protect children in England, namely:

- Children Act 1989
- United Convention of the Right of the Child 1991
- Data Protection Act 1998
- Human Rights Act 1998
- Sexual Offences Act 2003
- Children Act 2004
- Safeguarding Vulnerable Groups Act 2006
- Equality Act 2010
- Protection of Freedom Act 2012
- Children and Families Act 2014
- Special education needs and disability (SEND) code of practice 0-25 year.
- Statutory guidance for organisations who work with and support children and young people who have special educational needs or disabilities HM Government 2014
- Information sharing Advice for practitioners providing safeguarding services to children, young people, parents, and carers; HM Government 2015; GDPR 2018
- Working Together to safeguard children: a guide to interagency working to safeguard and promote the welfare of children HM Government 2015

4. This policy should be read alongside our policies and procedures on:

- Safer Recruitment and induction and policy
- Role of the designated safeguarding officer
- Dealing with disclosure and concerns about a child or young person
- Managing allegations against staff and volunteers
- Data Protection and GDPR
- Code of conduct for staff, volunteers, and young people
- E-safety
- Anti-bullying
- Managing Complaints
- Health and Safety
- Training and Supervision and support
- Lone working policy and procedure
- Adult to young person supervision ratios
- Risk Assessment



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5. Principles that underpin the work of the ASPIRE 2 Succeed are:

- The welfare of children and young people are paramount in all the work we do and in all the decisions we make.
- all children and young people regardless of age, disability, gender, racial heritage, sexual orientation, religion or belief, or identity 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.
- working together in partnership with young people, their parents/carers and other agencies is essential in promoting young people's welfare.

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

- Valuing them, listening to them, and respecting them
- Appointing a designated child protection lead and a deputy, and a lead Trustee member for safeguarding.
- Adopting the local authority child protection procedures and safeguarding practices
- Ensuring a code of conduct for staff and volunteers is in place and understood.
- Developing and implementing an effective online safety policy and related procedures
- Providing effective management for staff and volunteers through supervision, support, training, and quality assurances measures
- Recording and storing information professionally and securely, in line with data protection and GDPR legislation and guidance
- Sharing information about safeguarding and good practice with children and their families via leaflets, posters, group work and one-on-one discussions
- Making sure that young people and their families know where to go for help if they have a concern.
- Building a safeguarding culture where staff and volunteers, children, young people, and their families treat each other with respect and are comfortable about sharing concerns.
- Respecting confidentiality
- Creating and maintaining a safe physical and emotional anti-bullying environment and ensuring that we have an effective procedure for dealing with any bullying that does arise.
- Ensuring that our behaviour policy is implemented.
- Recruiting and selecting staff and volunteers safely ensuring all necessary checks are made.

- Using our procedures to manage any allegations against staff, volunteers, and young people



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Using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know appropriately.

7. Contacts:

7.1 Designated Child Protection / Safeguarding Lead –

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7.2 Deputy Designated Child Protection/Safeguarding Lead -

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