



## **Infinity Holiday Camps - Safeguarding Policy**

### **Policy Statement**

At Team Infinity, we believe that all holiday camps should be an experience to remember and our mission is to achieve just that, in the comfort of a primary school setting. All of our coaches have a strong passion for both the childcare sector and the sporting world. They will endeavour to make sure that each child's needs are met by creating the opportunity to develop and succeed in a welcoming environment.

This policy sets out to ensure:

- Children and young people who receive our services are safe from harm
- Our staff and volunteers, as well as the children, young people and their families that use our services, can be provided with our principles that show our commitment to child protection
- Our staff and volunteers have a clear and concise policy that applies to them at all times by setting out clear expectations, roles and rules

### **Policy Details**

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. This policy should be read alongside our organisational policies, procedures, guidance and other related documents.

At Team Infinity, we believe that:

- Children and young people should never experience abuse of any kind
- We have a responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them

At Team Infinity, we recognise that:

- The welfare of children is paramount in all the work we do and in all the decisions we take
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare
- All children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation 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
- Extra safeguards may be needed to keep children who are additionally vulnerable safe from abuse

At Team Infinity, we will keep children and young people safe by:

- Valuing, listening to and respecting them
- Appointing a nominated child protection lead for children and young people as well as a deputy child protection lead
- Adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for staff and volunteers
- Developing and implementing an effective online safety policy
- Providing effective management for staff and volunteers through supervision, support, training and quality assurance measures so that all staff and volunteers know about and follow our policies, procedures and behaviour codes confidently and competently
- Recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made
- Recording and storing and using information professionally and securely, in line with data protection legislation and guidance
- Making sure that children, young people and their families know where to go for help if they have a concern
- Using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
- Using our procedures to manage any allegations against staff and volunteers appropriately
- Creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- Ensuring that we have effective complaints and whistleblowing measures in place
- Ensuring that we provide a safe physical environment for our children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- 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

At Team Infinity, we will respond promptly and appropriately to all incidents or concerns regarding the safety of a child that may occur. There will be a Designated Safeguarding Lead (DSL) available at all times while Team Infinity is in session. The DSL will coordinate child protection issues and liaises with external agencies.

#### Nominated Child Protection Lead

**Name:** Thomas Festa

**Role:** Director

**Email:** [info@teaminfinity.co.uk](mailto:info@teaminfinity.co.uk)

#### Nominated Deputy Child Protection Lead

**Name:** David Fennell

**Role:** Camp Manager

**Email:** [david@teaminfinity.co.uk](mailto:david@teaminfinity.co.uk)

#### Local Safeguarding Services

**Name:** Hertfordshire County Council

**Phone Number:** 03001234043

**Website:**

<https://www.hertfordshire.gov.uk/services/childrens-social-care/child-protection/hertfordshire-safeguarding-children-partnership/hscp.aspx>

### Child abuse and neglect

Child abuse is any form of physical, emotional or sexual mistreatment or lack of care that leads to injury or harm. An individual may abuse or neglect a child directly, or by failing to protect them from harm. Some forms of child abuse and neglect 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 the child feel that 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 be also 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 or not the child is aware of what is happening. 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.

Signs of possible abuse and neglect 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
- inappropriate behaviour displayed by a member of staff, or any other person. For example, inappropriate sexual comments, excessive one-to-one attention beyond the requirements of their role, or inappropriate sharing of images.

If a child makes a disclosure to a member of staff, that 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 take action
- record the incident as soon as possible

If a member of staff witnesses or suspects abuse, they will record the matter straightaway using the 'Logging A Concern Form'. If a third party expresses concern that a child is being abused, we will encourage them to contact Hertfordshire Safeguarding Children Partnership, (details of which can be seen earlier in this policy document) or Social Care directly. If they will not do so, we will explain that Team Infinity is obliged to and the incident will be logged accordingly.

### Peer-on-peer abuse

Children are vulnerable to abuse by their peers. Peer-on-peer 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 information technology for bullying and abusive behaviour between young people. 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:

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

If peer-on-peer abuse is suspected or disclosed, we will follow the same procedures as set out above for 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, eg:

- 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 extremist beliefs

Signs that a child might 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 extremist material online
- possessing or sharing violent 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 refer the matter to the DSL.

### Logging a concern

All information about the suspected abuse or disclosure, or concern about radicalisation, 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 the incident, or the observation causing concern
- date and time at which the record was made
- name and date of birth of the child involved
- a factual report of what happened. If recording a disclosure, you must use the child's own words
- name, signature and job title of the person making the record.

The record will be given to Team Infinity's DSL who will decide on the appropriate course of action. For concerns about child abuse, the DSL will contact the Hertfordshire Safeguarding Children Partnership. The DSL will follow up all referrals in writing within 48 hours. If a member of staff thinks that the incident has not been dealt with properly, they may contact Social Care directly.

For concerns regarding radicalisation, the DSL will contact Hertfordshire Safeguarding Children Partnership. 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.

### Female Genital Mutilation

Female Genital Mutilation is a form of child abuse and as such is dealt with under the Team Infinity safeguarding policy. Team Infinity uses the World Health Organisation definition as written below.

“Female Genital Mutilation (FGM) comprises of all procedures involving partial or total removal of the external female genitalia or other injury to the female genital organs whether for cultural or nontherapeutic reasons.”

The UK Government has written advice and guidance on FGM that states: “FGM is considered child abuse in the UK and a grave violation of the human rights of girls and women. In all circumstances where FGM is practised on a child it is a violation of the child’s right to life, their right to their bodily integrity, as well as their right to health. The UK Government has signed a number of international human rights laws against FGM, including the Convention on the Rights of the Child.”

“Girls are at particular risk of FGM during school summer holidays. This is the time when families may take their children abroad for the procedure. Many girls may not be aware that they may be at risk of undergoing FGM. UK communities that are most at risk of FGM include Kenyans, Somalis, Sudanese, Sierra Leoneans, Egyptians, Nigerians and Eritreans. However, women from non-African communities that are at risk of FGM include Yemeni, Kurdish, Indonesian and Pakistani women.”

Team Infinity take proactive action to protect and prevent girls being forced to undertake FGM by:

- Having a robust attendance policy that identifies any unexplained absences, where possible.
- Giving FGM training for the Designated Safeguarding Lead and team with disseminated training for all staff on camp.

Indications that FGM has taken place:

- Prolonged absence from camp with noticeable behaviour change – especially after a return from holiday.
- Spend long periods of time away from the sessions during the day. e.g. extended toilet breaks.
- A child who has undergone FGM should be seen as a child protection issue and dealt with accordingly.

Indications that a child is at risk of FGM:

- The family comes from a community that is known to practice FGM - especially if there are elderly women present.
- In conversation a child may talk about FGM.
- A child may express anxiety about a special ceremony.
- The child may talk or have anxieties about forthcoming holidays to their country of origin.
- Parent(s)/Carer(s) may comment on overseas travel.
- If a woman has already undergone FGM – and it comes to the attention of any professional, consideration needs to be given to any Child Protection implications e.g. for younger siblings,

extended family members and a referral made to the Designated Safeguarding Lead (section 1.2) who will decide on the most appropriate course of action.

If a member of staff suspect that a child is a victim of FGM, it is their responsibility to raise the concern with the DSL who will provide advice.

#### Record

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 refer the matter to the DSL.

#### Referrals

The Designated Safeguarding Lead needs to seek advice about making referrals to Social Care and follow Hertfordshire Safeguarding Children Partnership's guidelines on FGM and Child Protection referrals.

#### 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 Hertfordshire County Council. They will advise if other agencies (e.g. police) should be informed, and Team Infinity will act upon their advice.
- Following advice from the council, it may be necessary to suspend the member of staff pending full investigation of the allegation.
- If appropriate, Team Infinity will make a referral to the Disclosure and Barring Service.

#### Promoting awareness among staff

Club Excel promotes awareness of child abuse and the risk of radicalisation through its staff training. Team Infinity ensures that:

- The designated DSL has relevant experience and receives appropriate training in safeguarding and the Prevent Duty, and is aware of the Channel Programme and how to access it
- Designated person training is refreshed every three years
- Safe recruitment practices are followed for all new staff
- All staff have a copy of this Safeguarding (Child Protection) policy, understand its contents and are vigilant to signs of abuse, neglect or radicalisation
- All staff are aware of their statutory duties with regard to the disclosure or discovery of child abuse, and concerns about radicalisation
- All staff receive basic safeguarding training, and safeguarding is a permanent agenda item at all staff meetings
- All staff receive basic training in the Prevent Duty
- Staff are familiar with the Safeguarding File which is kept in the office.

#### Use of mobile phones and cameras

Photographic/Video Footage - We may take photographs and video footage at camp to use for our website, brochure or promotional material. If you wish to exclude your child, we must be informed before camp using the 'Photograph Permission' function on the booking form. All data collated is kept securely. Team Infinity's will be used to take photographs of children at Team Infinity, except with the express permission of the manager. Neither staff nor children nor visitors may use their mobile phones to take photographs at Team Infinity. For more details see our Mobile Phone Policy.