



SG.2 CHILD PROTECTION POLICY

This Policy should be read alongside:

SG.1 General Safeguarding Suite
SG.2 Child Safeguarding Suite
SG.3 Adult Safeguarding Suite
C.1 Data Protection Suite
C.2 Communication Suite

1. POLICY STATEMENT

South Wight Area Youth Partnership (SWAY) believes that it is always unacceptable for a child or young person to experience abuse of any kind. We recognise our responsibility to safeguard and promote the welfare of all children and young people through a commitment to safe, accountable and transparent practice.

We recognise that:

- The welfare of the child is paramount.
- All children have the right to equal protection from harm.
- Safeguarding is everyone's responsibility.
- Early identification and timely intervention are critical.
- Effective safeguarding depends upon partnership working.

This policy applies to all trustees, staff, volunteers, sessional workers, contractors and all representing SWAY.

2. PURPOSE OF THIS POLICY

This policy sets out:

- How SWAY protects children and young people from harm.
- The procedures to follow when concerns arise.
- The roles and responsibilities of all adults within the organisation.
- Governance and reporting arrangements.
- How safeguarding is monitored and reviewed.

3. LEGAL AND REGULATORY FRAMEWORK

This policy is informed by current legislation and statutory guidance including:

- Children Act 1989 & 2004
- Working Together to Safeguard Children (latest version)
- What to Do if You're Worried a Child is Being Abused
- Safeguarding Vulnerable Groups Act 2006
- Data Protection Act 2018 & UK GDPR
- Charity Commission Safeguarding Guidance
- Prevent Duty Guidance

4. DEFINITIONS

Child / Young Person: Any person under 18 years of age.

Safeguarding: The action taken to promote the welfare of children and protect them from harm.

Child Protection: Activity to protect specific children who are suffering or likely to suffer significant harm.

Abuse: A form of maltreatment which may be physical, emotional, sexual or neglectful. Abuse may occur in person or online.

5. ROLES AND RESPONSIBILITIES

5.1 Board of Trustees

The Board holds ultimate accountability for safeguarding.

Trustees will:

- Ensure robust safeguarding policies are in place
- Ensure safeguarding is a standing agenda item
- Monitor safeguarding risk and performance
- Receive regular reports from the DSL
- Ensure compliance with Serious Incident Reporting
- Ensure adequate resources for safeguarding

The Board of Trustees has appointed a Safeguarding Trustee who provides oversight of safeguarding practice and works closely with the Designated Safeguarding Lead.

Safeguarding Trustee Name: Katie Brown

Contact Details: katie@southwightyouth.org

5.2 Designated Safeguarding Lead (DSL)

SWAY will appoint a Designated Safeguarding Lead and a Deputy DSL.

The DSL is responsible for:

- Receiving and responding to safeguarding concerns
- Making referrals to Children's Social Care or Police, when required
- Consulting the Local Authority Designated Officer (LADO) where required
- Maintaining confidential safeguarding records
- Ensuring staff and volunteers receive safeguarding training
- Advising trustees
- Determining Serious Incident Reporting thresholds.

DSL Name: Steph Flux

Contact Details: manager@southwightyouth.org 07443 672587

Deputy DSL Name: Kathryn Alvis

Contact Details: familywork@southwightyouth.org 07823 347618

5.3 All Staff and Volunteers

All adults must:

- Be alert to signs of abuse
- Create a safe and supportive environment
- Take disclosures seriously
- Record concerns promptly and accurately
- Report concerns immediately to the DSL
- Maintain professional boundaries
- Never promise confidentiality

6. SAFER RECRUITMENT

SWAY operates robust safer recruitment procedures including:

- Clear role descriptions
- Application and interview processes
- Reference checks
- Enhanced DBS checks where eligible
- Safeguarding induction and training
- Ongoing supervision and support

7. RECOGNISING SIGNS OF ABUSE

All adults must be aware of indicators of:

- Physical abuse
- Emotional abuse
- Sexual abuse and exploitation
- Neglect
- Domestic abuse
- Radicalisation
- Child criminal exploitation

Detailed guidance is provided in [SG.1.d Categories & Signs of Abuse Guidance](#).

8. RESPONDING TO SAFEGUARDING CONCERNS

8.1 If Abuse is Suspected

The adult must:

- Record the concern immediately.
- Report to the DSL without delay.
- Seek emergency assistance if required.
- Concerns should be recorded using the [SG.1.p Safeguarding Concern Report Form](#).

8.2 If a Child Discloses Abuse

The adult must:

- Listen calmly.
- Reassure the child.
- Avoid leading questions.
- Not promise confidentiality.
- Record the disclosure as close to verbatim as possible using the [SG.1.p Form](#) as before.
- Report immediately to the DSL.

8.3 DSL Action

The DSL will:

- Assess risk.
- Consult Children's Social Care if unsure.
- Make referrals where appropriate.
- Contact Police in emergencies.
- Confirm referrals in writing within 24 hours.
- Maintain secure records.

Parents will normally be informed unless doing so increases risk.

9. LOW-LEVEL CONCERNS

Concerns about adult behaviour that do not meet the threshold for formal allegations must still be:

- Reported to the DSL or Chair.
- Recorded and reviewed.
- Monitored for patterns.

This promotes a culture of early intervention and transparency.

10. ALLEGATIONS AGAINST STAFF OR VOLUNTEERS

All allegations must be reported immediately to:

- The DSL, or
- The Chair of Trustees (if allegation concerns the DSL).

The Local Authority Designated Officer (LADO) will be contacted as required.

No internal investigation will proceed without LADO advice.

11. SERIOUS INCIDENT REPORTING

Where safeguarding concerns result in or risk significant harm, the DSL will:

- Inform the Chair immediately.
- Determine whether the incident meets Serious Incident criteria.
- Ensure reporting to the Charity Commission without delay.

12. SAFEGUARDING RISK MANAGEMENT

SWAY will:

- Conduct safeguarding risk assessments for activities and environments.
- Maintain safeguarding risks within the organisational risk register.
- Review safeguarding risks regularly.
- Adapt or cancel activities if risks cannot be safely managed.

13. INFORMATION SHARING & RECORDING

- Safeguarding concerns will be recorded clearly and securely.
- Records will be stored separately from general files.
- Information will be shared lawfully on a need-to-know basis.
- Confidentiality will not prevent sharing information to protect a child.

14. WHISTLEBLOWING

All staff and volunteers have a duty to raise concerns about safeguarding practice.

If concerns cannot be raised with the DSL, they must be raised with:

- The Chair of Trustees, or
- Relevant external authorities.

No person will suffer detriment for raising safeguarding concerns in good faith.

15. TRAINING AND COMMUNICATION

This policy will be:

- Published on SWAY's website.
- Shared with all staff and volunteers.
- Included in induction.
- Supported by regular safeguarding training updates.

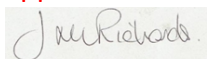
16. REVIEW

This policy will be reviewed annually or sooner if:

- Legislation changes.
- A safeguarding incident highlights learning.
- Organisational structure changes.

Written: February 2026

Approved: February 2026



Review Due: January 2027