

Child Protection Policy for Barrow Upon Soar Community Association (BUSCA)

1. BUSCA recognises that every child, has a right to protection from any kind of abuse be it physical, emotional or sexual. It is the responsibility of all volunteers working in this group to be aware of the correct procedures for dealing with any suggested incidences of abuse.
2. This BUSCA policy follows guidelines set out in the Leicester, Leicestershire and Rutland Safeguarding: Multi agency Policy and Procedures which should be read in conjunction with this policy which can be viewed on the following link: <http://lrsb.org.uk>
3. The definition of a child is an individual under the age of 18.
4. All members of BUSCA must be aware that it is not their responsibility to investigate matters of abuse but to refer suspicions or allegations of abuse to the designated Safeguarding Officer whose responsibility it is then to refer on to the appropriate Leicestershire County Authority or the Police.

5.The formal definition of child abuse is:

‘Children may be in need of protection where their basic needs are not being met, in a manner appropriate to their age and stage of development, and they will be at risk thought avoidable acts of commission or omission on the part of their parent(s), sibling(s) or other relative(s), or carer(s)’. The categories commonly used to describe the areas of abuse are:

5.1 Neglect

Neglect is the persistent failure to meet a child’s basic physical and/or psychological needs, likely to result in the serious impairment of the child’s health or development. It may involve a parent or carer failing to provide adequate food, shelter and clothing, failing to protect a child from physical harm or danger, or the failure to ensure access to appropriate medical care or treatment. It may also include neglect of, or being unresponsive to, a child’s basic emotional needs.

5.2 Physical Abuse

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to the child. Physical abuse may also be caused when a parent or carer feigns the symptoms of, or deliberately causes ill health to a child whom they are looking after. This situation is commonly described using terms such as Induced/Fabricated Illness by carer or Munchausen’s Syndrome by Proxy.

5.3 Sexual Abuse

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware or not of what is happening. The activities may involve physical contact, including penetrative and non-penetrative acts. They may include non-contact activities, such as involving children in looking at or in the production of pornographic material or watching sexual activities or encouraging children to behave in sexually inappropriate ways.

5.4 Emotional Abuse

Emotional abuse is the persistent emotional ill-treatment of a child such as to cause severe and persistent adverse effects on the child’s emotional development. It may involve conveying to children that they are worthless or unloved, inadequate or valued only insofar as they meet the needs of another person. It may feature age or developmentally inappropriate expectations being imposed on a child. It may involve causing children frequently to feel frightened or in danger or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of ill treatments of a child, though it may occur alone.

6. To achieve a safe ethos, we will:

Work to reach out to, and seek to protect, children and young people who are at risk of or are being abused.

- i) Promote the safety of children, young people, and adults at risk in all our work, both directly and indirectly.
- ii) Treat all children and young people fairly in being able to access services which meet their needs, regardless of gender, ethnicity, disability, sexuality or beliefs.

7. To achieve a safe environment, we will:

- i) Ensure that the welfare and safety of children and young people are paramount in all our activities.
- ii) Listen to service users and take account of what they tell us in making decisions about them.
- iii) Take all reasonable steps to protect service users from harm, discrimination, and degrading treatment.
- iv) Behave with respect for children's rights, wishes and feelings.
- v) Regularly assess and review safety risks which arise from premises, activities, and equipment.

8. To achieve safe processes, we will:

- i) Take all suspicions and allegations of abuse, from inside or outside BUSCA, seriously, and respond to them promptly and appropriately.
- ii) Be clear about everyone's roles and responsibilities.
- iii) Implement safeguarding procedures that are compliant with the Leicester, Leicestershire and Rutland Safeguarding: Multi agency Policy and Procedures.
- iv) Have in place clear arrangements for how we would respond to concerns about how we implement safeguarding in practice within BUSCA.

9. To achieve safe information, we will:

- i) Be clear with service users how the things they tell us will be used.
- ii) Communicate promptly and clearly within BUSCA and with external agencies and follow the requirements of information sharing protocols in the Leicester and Leicestershire Safeguarding Multi agency.
- iii) Keep good records of our work with service users and also of our management of volunteer's work.
- iv) Hold service users' information with care, and use it for agreed purposes only.

10. To achieve safe volunteering, we will:

- i) Recruit trustees, staff and volunteers with regard to their suitability for work with children, including use of enhanced Disclosure and Barring Service (DBS) checks.
- ii) Provide trustees, staff and volunteers with guidance and training in their safeguarding role, and ensure they have access to our policies and procedures.
- iii) Make sure everyone always has access to advice on safeguarding in the course of their work.
- iv) Be clear with everyone what their individual roles and responsibilities are in safeguarding.
- v) Support staff and volunteers to carry out their job with appropriate supervision.

11. The role of the Safeguarding Officer

The designated person is responsible for ensuring that this policy is up to date, that it is made freely available and that volunteers are aware of its content, have read and understood it. Trustees and sub group leaders will keep up to date with current guidelines and each member of the group should be aware of who the designated Safeguarding Officer is. Have to hand at all times the telephone numbers of the Safeguarding Officer(s) and the police. Always contact them for advice and guidance and remember that all referrals are discussed thoroughly by the statutory agencies prior to any action being taken

12. The designated Safeguarding Officer for BUSCA is Matt Gudger. His contact: 07764609793

13. The designated Safeguarding Officer for BATS is Abi Crossley. Her contact is 07554 447632

14. Reporting Procedure by a volunteer

Inform Designated Safeguarding Officer of those details that enable the completion of the Safeguarding Reporting Form.

Any safeguarding concerns will be passed on to the designated Safeguarding Officer immediately or as soon as practical.

- Only discuss these concerns with the necessary and appropriate staff or volunteers
- **It will be the Safeguarding Officer who will be responsible for dealing with concerns around Child Protection.**

Record

Details of any concerns will be recorded on the **Safeguarding Reporting Form** as soon as possible. This information will include the name and position of the person the concern is reported to and the date and time it was reported.

- write down accurately everything that was said or seen and what action you took
- treat everything said as confidential between you, the child and the designated person and tell the child this
- pass on all information to the designated person and allow them to deal with it
- REMEMBER THAT YOU DO NOT INVESTIGATE, only REFER

Dealing with urgent cases

If the situation is clearly an urgent case, the child is too frightened to go home or you have serious doubts about the child's safety, contact First Response Children's Duty Team - 0116 305 0005 (24-hour line) or the Police immediately.

15. The Safeguarding Officer may consider that complaints of a lesser nature may be handled internally without outside involvement. It must be emphasized however, that each case will be thoroughly investigated and remedied to the satisfaction of the young person/reporting person concerned.

16. Further information and contacts to report any concerns in the City or County:

Phone: 0116 454 1004 (24-hour service) or contact the police on 0116 222 2222

Visit: Customer Service Centre, 91 Granby Street, LE1 6FB to call from a free telephone.

Leicester Safeguarding Children Board: <http://www.lcitylscb.org/contact-us/>

Leicester City Council: <https://www.leicester.gov.uk/contact-us/concerned-about-a-child-or-an-adult/>

Further information and contacts to report any concerns in the County:

Children:

First Response Children's Duty Team - 0116 305 0005 (24-hour line)

Leicestershire & Rutland Safeguarding Boards: for children and adults:

<http://lrsb.org.uk/>

Review Date: Nov 25th 20 25

Date for new review: Sept 27

Signed: Roy Bird

Dated: March 24th 2026