



## **Children & Young Persons Safeguarding Policy & Procedures**

**Bless Community Support**

**Effective from:** 18 March 2026

**Review Date:** March 2027

**Approved by:** Board of Trustees

---

### **1. Purpose of this Policy**

Bless Community Support is committed to ensuring that all children and young people who engage with our services are protected from harm. This policy outlines the organisation's responsibilities in safeguarding children and young persons and sets out the procedures to be followed by all trustees, directors, employees, and volunteers.

As stated in the uploaded document:

*"No child or young person should experience abuse or harm and we are committed to the protection of children and young people..."*

All individuals working with or on behalf of Bless Community Support must understand and comply with this policy. Failure to do so may result in disciplinary action, including dismissal or exclusion from the organisation.

---

### **2. Legislative Framework**

This policy is underpinned by the following legislation and guidance:

- Children Act 1989
- United Nations Convention on the Rights of the Child 1991
- Human Rights Act 1998
- General Data Protection Regulation (GDPR)
- Sexual Offences Act 2003
- Children Act 2004
- Safeguarding Vulnerable Groups Act 2006
- Protection of Freedoms Act 2012
- Children and Families Act 2014
- SEND Code of Practice (0–25 years)

- Working Together to Safeguard Children (2017)
  - Information Sharing Guidance for Practitioners
- 

### 3. Definition of a Child or Young Person at Risk

A child or young person is defined as anyone under the age of 18.

A child or young person may be at risk if they are experiencing, or are likely to experience:

- Abuse
- Neglect
- Exploitation
- Unsafe environments
- Inadequate supervision

The uploaded document notes that children may require protection in situations including:  
*“Sexual abuse... grooming... physical and emotional abuse... bullying... self-harm... exploitation... unsafe environments and activities.”*

---

### 4. Principles of Safeguarding Children & Young Persons

Bless Community Support adheres to the following principles:

1. **Welfare is paramount** – the child’s needs come first.
  2. **Prevention** – taking action before harm occurs.
  3. **Protection** – supporting those in greatest need.
  4. **Partnership** – working collaboratively with parents, carers, and agencies.
  5. **Proportionality** – responding appropriately to the level of risk.
  6. **Accountability** – ensuring transparency in safeguarding practice.
  7. **Inclusivity** – all children have equal rights to protection regardless of background.
- 

### 5. Recognising Abuse

Abuse may be:

- Disclosed directly
- Observed
- Suspected

Types of abuse include (from the uploaded document):

*“Sexual abuse, grooming, physical and emotional abuse and neglect, domestic violence, bullying, cyberbullying, victimisation, self-harm, crime, exploitation.”*

All staff and volunteers must know how to respond and who to report concerns to.

---

## **6. Types of Abuse**

Bless Community Support recognises the following categories of abuse:

- Physical abuse
- Emotional abuse
- Sexual abuse
- Neglect
- Domestic abuse
- Bullying and cyberbullying
- Grooming
- Exploitation (criminal or sexual)
- Unsafe environments or activities
- Inappropriate supervision
- Self-harm
- Violence or aggression
- Victimisation

These categories are not exhaustive but provide a framework for identifying safeguarding concerns.

---

## **7. Events and Activities**

Bless Community Support delivers three types of events:

### **7.1 Events open to all ages**

Children under 16 must be accompanied throughout by an adult over 18.  
Young people aged 16–17 may attend unaccompanied with written parental consent.

### **7.2 Events for children accompanied by a parent/guardian**

Children under 16 must be supervised throughout by an adult over 18.  
If one adult brings multiple children, they must remain together.

### **7.3 Events for unaccompanied children**

Children under 16 must be enrolled by a responsible adult before being left.  
Enrolment must include:

- Child's name, age, address

- Parent/guardian details and contact numbers  
Young people aged 16–17 may attend with written consent.

These requirements are taken directly from the uploaded policy.

---

## **8. Disclosure and Barring (DBS)**

Bless Community Support provides services including:

*“Holistic therapies, anger management, behaviour support, one-to-one sessions...”*

Therefore:

- All employees and volunteers must hold a valid enhanced DBS check.
  - Allegations of impropriety will be taken seriously.
  - Whistleblowing concerns will be handled promptly and confidentially.
  - Concerns must be reported immediately to the Project Manager or Assistant Project Manager.
- 

## **9. Health & Safety in Safeguarding**

Before any event for unaccompanied children:

- A risk assessment must be completed.
  - Parents and children must be informed of risks.
  - Records of risk assessments must be kept.
  - Sufficient adults must be present to manage emergencies safely.
- 

## **10. Bullying Prevention**

Bless Community Support does not tolerate bullying by adults or children.

If bullying occurs:

- Children will be separated immediately.
  - Parents/guardians will be informed.
  - The incident will be reviewed to assess future risk.
  - A child may be banned from future events if necessary.
- 

## **11. Photographing Children**

No photographs may be taken or published without **prior written permission** from someone with parental responsibility.

Concerns about photography must be reported immediately.

---

## **12. Managing Behaviour and Acceptable Restraint**

- Corporal punishment is strictly prohibited.
  - Physical restraint may only be used to prevent injury or serious property damage, and only at the minimum level necessary.
  - Children displaying unacceptable behaviour may be separated and supervised.
  - A child may be banned from future events for up to 18 months.
  - Parents may appeal bans to the Directors.
- 

## **13. Confidentiality and Information Sharing**

Information will be shared:

- Only on a need-to-know basis
- In line with GDPR
- When necessary to protect a child from harm

Information must be shared with the Local Authority if a child is at risk, or with the police if a crime has been committed.

---

## **14. Recording and Record Keeping**

A written record must be made of all safeguarding concerns, including:

- Details of the child
- Nature of the concern
- Actions taken
- Decisions made and rationale
- Signature and date

Records must be stored securely and confidentially.

---

## **15. Whistleblowing**

Bless Community Support encourages staff and volunteers to raise concerns in good faith. Individuals who whistleblow in the public interest will be protected from victimisation or reprisals.

---

## 16. Reporting Safeguarding Concerns

Concerns must be reported immediately to:

- **Project Manager**, or
- **Assistant Project Manager**

If a child is in immediate danger, contact:

- **Police: 999**
- **Children's Social Care (Wakefield): 0345 8 503 503**

No one should assume someone else will take action.

---

## 17. Key Contact Details

### West Yorkshire Police

Tel: 999

### Wakefield Children's Social Care

Tel: 0345 8 503 503

---

## 18. Version Control

Version No	Approved By	Approval Date	Main Changes	Review Period
1.0	Board	Apr 23	Initial draft approved	Annually
2.0	Board	Mar 24	Initial draft approved	Annually
3.0	Board	Mar 25	Initial draft approved	Annually
4.0	Board	March 26	Initial draft approved	Annually

---