

Child Protection Policy

Section One:	Introduction to the Policy
Section Two:	Forms of abuse
Section Three:	Why people don't disclose
Section Four:	Jacksons Lane practise and guidelines
Section Five:	Contacts

Section One: Introduction to the Policy

Definition of a child

A child is defined as a person under the age of 18 (The Children Act 1989).

Introduction

Jacksons Lane ensures that:

- The welfare of the child is paramount;
- All children, whatever their age, culture, disability, gender, language, racial origin religious beliefs and/or sexual identity have the right to protection from abuse;
- All suspicions and allegations of abuse and poor practice will be taken seriously and responded to swiftly and appropriately;
- All staff and volunteers have a responsibility to report concerns to the appropriate officer;
- Communication with young people is open and clear;
- Children and young people are provided with appropriate safety and protection whilst in the care of Jacksons Lane no matter what setting we are in.

Staff/volunteers are not trained to investigate situations of abuse or to decide if abuse has occurred.

Policy statement

Jacksons Lane has a duty of care to safeguard all children involved in its projects and activities from harm. Safeguarding is ensuring children are protected by having systems and policies in place and taking appropriate action when a child is harmed or at risk of harm. All children have a right to protection, and the needs of disabled children and others who may be particularly vulnerable must be taken into account. Jacksons Lane will ensure the safety and protection of all children involved through adherence to the Child Protection guidelines adopted by the organisation.

Child Protection is protecting children from abuse and neglect

Child Safeguarding is the action that is taken to promote the welfare of children and protect them from harm.

Safeguarding means:

- Protecting children from abuse and maltreatment;
- Preventing harm to children's health or development;
- Ensuring children grow up with the provision of safe and effective care;
- Taking action to enable all children and young people to have the best outcomes

(NSPCC, 2015)

Children with special educational needs and disabilities

Jacksons Lane understands that children with special educational needs (SEN) and disabilities can face additional safeguarding challenges. Additional barriers can exist when recognising abuse and neglect in this group of children. This can include:

- assumptions that indicators of possible abuse such as behaviour, mood and injury relate to the child's disability without further exploration;
- children with SEN and disabilities can be disproportionately impacted by things like bullying without outwardly showing any signs;
- communication barriers and difficulties in overcoming these barriers.

Section Two: Forms of Abuse

What is Abuse?

- Abuse and neglect are forms of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm or by failing to act to prevent harm.
- Children may be abused in a family or in an institutional or community setting; by those known to them or, more rarely, by a stranger. They may be abused by an adult or adults or another child or children.

Definitions of Abuse

Physical Abuse:

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child.

Physical harm may also be caused when a parent fabricates the symptoms of, or deliberately induces, illness in a child;

Emotional Abuse

Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent effects on the child's emotional development, and may involve:

- Conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person;
- Imposing age or developmentally inappropriate expectations on children. These may include interactions that are beyond the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction;
- Seeing or hearing the ill-treatment of another;
- Serious bullying, causing children frequently to feel frightened or in danger, or the exploitation or corruption of children;
- Exploiting and corrupting children.
- Preventing the child participating in normal social interactions

Sexual Abuse

- Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, including prostitution, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative (e.g. rape, buggery or oral sex) or non-penetrative acts.
- Sexual abuse includes non-contact activities, such as involving children in looking at, or in the production of pornographic materials, watching sexual activities or encouraging children to behave in sexually inappropriate ways.

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- Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children (Department of Education CSA “Working Together to Safeguard Children”).

Child Sexual Exploitation is a form of child sexual abuse. It occurs when an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator.

The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology.

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. Neglect may occur during pregnancy as a result of maternal substance abuse.

Once a child is born, neglect may involve a parent failing to:

- Provide adequate food, clothing and shelter (including exclusion from home or abandonment); failing to protect a child from physical and emotional harm or danger;
- Ensure adequate supervision (including the use of inadequate care-givers);
- Ensure access to appropriate medical care or treatment.

It may also include neglect of, or unresponsiveness to, a child’s basic emotional needs.

Other forms of Abuse

Self Abuse

Self-harm is when somebody intentionally damages or injures their body. It's usually a way of coping with or expressing overwhelming emotional distress

There are many different ways people can intentionally harm themselves, such as:

- Cutting or burning their skin;
- Punching or hitting themselves;
- Poisoning themselves with tablets or toxic chemicals;
- Misusing alcohol or drugs;
- Deliberately starving themselves (anorexia nervosa) or binge eating (bulimia nervosa);
- Excessively exercising.

FGM

FGM comprises all procedures involving partial or total removal of the external female genitalia or other injury to female genital organs. It is illegal in the UK and a form of child abuse. As of October 2015, the Serious Crime Act 2015 (Home Office, 2015) introduced a duty on teachers (and other professionals) to notify the police of known cases of female genital mutilation where it appears to have been carried out on a girl under the age of 18. We will operate in accordance with the statutory requirements relating to this issue, and in line with existing local safeguarding procedures.

Radicalisation

Radicalisation is defined as the process by which people come to support terrorism and violent extremism and, in some cases, to then participate in terrorist groups.

- Use of inappropriate language;
- Possession of violent extremist literature;
- Behavioural changes;
- The expression of extremist views;
- Advocating violent actions and means;
- Association with known extremists;
- Seeking to recruit others to an extremist ideology.

Radicalisation is grooming and can often happen online where perpetrators create relentless output that is often of high quality with high production values. Perpetrators use the method of raising awareness, engaging, promoting their purpose and creating friendship. For a young person this can result in them isolating themselves from their families, communities and can lead to produce an intense change in personality for the victim.

It is worth noting that going online creates a bias in the way a young people receive news e.g. people always refer and go on the sites they know and like. Because of this it can foster radicalisation and a loss in trust in local services such as police and community leaders. That is why group activities that bring young people together can be a positive way to counteract the negative aspects of continual use online.

Online Abuse

(Please refer also to Annex: Online Safeguarding)

Inappropriate content: It's possible that children may come across things online which are inappropriate for their age and stage of development.

Cyberbullying is when someone bullies others using electronic means, this might involve social media and messaging services on the internet, accessed on a mobile phone, tablet or gaming platform. The behaviour is usually repeated.

Online Grooming: Grooming is a word used to describe people befriending children in order to take advantage of them for sexual purposes.

Sexting: The term 'sexting' is used to describe the sending and receiving of sexually explicit photos, messages and video clips, by text, email or posting them on social networking sites. It's increasingly done by young people who send images and messages to their friends, partners, or even strangers they meet online.

Self harm; See description above but this can be started through young people online in chat rooms or through websites.

Online pornography; As a result of their curiosity, or just by accident, children could find pornography fairly easily on the internet. They may find this upsetting or confusing as pornography portrays an unrealistic image of sex and relationships.

Radicalisation: See above

More information on Grooming:

Grooming is when someone builds an emotional connection with a child to gain their trust for the purposes of sexual abuse, sexual exploitation or trafficking.

Children and young people can be groomed online or face-to-face, by a stranger or by someone they know - for example a family member, friend or professional.

Groomers may be male or female. They could be any age.

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Many children and young people don't understand that they have been groomed or that what has happened is abuse

The signs of grooming aren't always obvious and groomers will often go to great lengths not to be identified.

If a child is being groomed they may:

- be very secretive, including about what they are doing online
- have older boyfriends or girlfriends
- go to unusual places to meet friends
- have new things such as clothes or mobile phones that they can't or won't explain
- have access to drugs and alcohol.

In older children, signs of grooming can easily be mistaken for 'normal' teenage behaviour, but you may notice unexplained changes in behaviour or personality, or inappropriate sexual behaviour for their age.

Financial Abuse

Taking money from, stealing money from a child or young person

Child trafficking

When children are recruited, moved or transported and then exploited, forced to work or sold. Children are trafficked for: child sexual exploitation, benefit fraud, forced marriage, domestic servitude, forced labour in factories or agriculture and criminal activity such as pickpocketing, begging, transporting drugs, working on cannabis farms, selling pirated DVDs, bag theft.

Many children are trafficked into the UK from abroad, but children can also be trafficked from one part of the UK to another.

Signs that a child has been trafficked may not be obvious but you might notice unusual behaviour or events. These include a child who:

- spends a lot of time doing household chores
- rarely leaves their house, has no freedom of movement and no time for playing
- is orphaned or living apart from their family, often in unregulated private foster care
- lives in substandard accommodation
- isn't sure which country, city or town they're in
- is unable or reluctant to give details of accommodation or personal details
- might not be registered with a school or a GP practice
- has no documents or has falsified documents
- has no access to their parents or guardians
- is seen in inappropriate places such as brothels or factories
- possesses unaccounted for money or goods
- is permanently deprived of a large part of their earnings, required to earn a minimum amount of money every day or pay off an exorbitant debt
- has injuries from workplace accidents
- gives a prepared story which is very similar to stories given by other children

Forced marriage

A forced marriage is one entered into without the full consent of one or both parties. It is where violence, threats or other forms of coercion is used and is a crime.

Honour-based Violence

Honour based violence (HBV) can be described as a collection of practices, which are used to control behaviour within families or other social groups to protect perceived cultural and

religious beliefs and/or honour. Such violence can occur when perpetrators perceive that a relative has shamed the family and/or community by breaking their honour code.

Honour based violence might be committed against people who:

- become involved with a boyfriend or girlfriend from a different culture or religion;
- want to get out of an arranged marriage;
- want to get out of a forced marriage;
- wear clothes or take part in activities that might not be considered traditional within a particular culture.

It is a violation of human rights and may be a form of domestic and/or sexual abuse. There is no, and cannot be, honour or justification for abusing the human rights of others.

Peer on Peer Abuse

In most instances, the conduct of participants towards each other will be covered by our behaviour policy. However, some allegations may be of such a serious nature that they may raise safeguarding concerns. We recognise that children are capable of abusing their peers. It will not be passed off as 'banter' or 'part of growing up'. The forms of peer on peer abuse are outlined below.

- Domestic abuse – an incident or pattern of actual or threatened acts of physical, sexual, financial and/or emotional abuse, perpetrated by an adolescent against a current or former dating partner regardless of gender or sexuality.
- Child Sexual Exploitation – children under the age of 18 may be sexually abused in the context of exploitative relationships, contexts and situations by peers who are also under 18.
- Harmful Sexual Behaviour – Children and young people presenting with sexual behaviours that are outside of developmentally 'normative' parameters and harmful to themselves and others.
- Serious Youth Violence – Any offence of most serious violence or weapon enabled crime, where the victim is aged 1-18' i.e. murder, manslaughter, rape, wounding with intent and causing grievous bodily harm. 'Youth violence' is defined in the same way, but also includes assault with injury offences.

The term peer-on-peer abuse can refer to all of these definitions and a child may experience one or multiple facets of abuse at any one time. There are also different gender issues that can be prevalent when dealing with peer on peer abuse (i.e. girls being sexually touched/assaulted or boys being subjected to initiation/hazing type violence).

We aim to reduce the likelihood of peer on peer abuse through:

- the established ethos of respect, friendship, courtesy and kindness;
- high expectations of behaviour;
- clear consequences for unacceptable behaviour;

Section Three: Why people do not make disclosures

Why don't Children Disclose?

Children don't tell about abuse because they:

- Are scared because they have been threatened
- Believe they will be taken away from home
- Believe they are to blame
- Think it is what happens to all children
- Feel embarrassed or guilty

- Don't want the abuser to get into trouble
- Have communication or learning difficulties
- May not have the vocabulary for what happened
- Are afraid they won't be believed

Why don't Adults Report?

Adults don't report abuse because they:

- Find it hard to believe what they are hearing
- Cannot believe the suspicion may be about someone they know
- Fear we might get it wrong or make it worse
- Fear the consequences of getting it wrong – for the child, family and for themselves
- Simply don't want to be involved
- Do not have the information on what to do and who to contact

Section Four: Jacksons Lane's practise and guidelines

Policy aim

The aim of the Child Protection Policy is to ensure that all staff/volunteers who work with us know how to keep children safe. This policy will allow all staff /volunteers to make informed and confident responses to specific child protection issues.

Code of Practice

- Jacksons Lane will ensure that all relevant staff and workers receive a copy of this policy and an explanation of what it requires.
- Before working with children staff will be aware of the registration form parents have completed and will not ask children directly for personal details or offer their own details.
- No contact outside of workshops with young people is allowed except by agreed telephone methods of communication with parents/carers who have given consent as set out in the registration form or in exceptional cases, for reasons of health and safety.
- All relevant staff/volunteers will have a full Disclosure and Barring Service check and in the event that previous criminal convictions evidence they are not suitable to work with children they will not be hired.
- Children will be invited to explore a range of topics using a range of information and materials. Workshop leaders/staff and volunteers will consider the appropriateness of any information/material shared out to young people according to age and maturity.
- Workshop leaders and staff will especially check the content and appropriateness of websites, films and TV programmes before recommending them to children and will only recommend in relation to topics of research relevant to the workshops.

Promoting good practice

Child abuse, particularly sexual abuse, can arouse strong emotions in those facing such a situation. It is important to understand these feelings and not allow them to interfere with your judgement about the appropriate action to take.

When a child enters activity at Jacksons Lane having been subjected to child abuse outside the arts environment, art can play a crucial role in improving the child's self-esteem. In such instances Jacksons Lane will work with the appropriate agencies to ensure the child receives the required support.

Good practice guidelines

All personnel are encouraged to demonstrate exemplary behaviour in order to promote welfare and reduce the likelihood of allegations being made.

Good practice means:

- Always working in an open environment (e.g. avoiding private or unobserved situations and encouraging open communication with no secrets).
- Treating all young people/disabled and vulnerable adults equally, with respect and dignity.
- Always putting the welfare of each young person first.
- Our work will entail physical contact with children due to the nature of circus and drama activities. Touch will be done thoughtfully respecting the young person's personal space in accordance with the activity. Staff will only make physical contact with children in an open planned environment with both other professionals and young people present.
- Building balanced relationships based on mutual trust which empowers children to share in the decision-making process.
- Making the arts fun and enjoyable.
- Ensuring that if any form of manual/physical support is required, it should be provided openly and according to guidelines. Care is needed, as it is difficult to maintain hand positions when the child is constantly moving. Young people and their parents should always be consulted and their agreement gained.
- Involving parents/carers wherever possible.
- Being an excellent role model - this includes not swearing as well as not smoking or drinking alcohol in the company of young people.
- Giving enthusiastic and constructive feedback rather than negative criticism.
- Recognising the developmental needs and capacity of young people and disabled adults.
- Securing parental consent in writing to act in loco parentis, if the need arises to administer emergency first aid and/or other medical treatment. Keeping a written record of any accident or injury that occurs, along with the details of any treatment given.
- Requesting written parental consent if staff or volunteers are required to transport young people in their cars.

Practices in an emergency

If an emergency arises action will be taken after consultation with the Designated Safeguarding Lead or the Executive Director. For example, a child sustains an injury and needs to go to hospital, or a parent fails to arrive to pick a child up at the end of a session:

- avoid spending time alone with children away from others. Staff should not be alone. All programmes are designed for staff to have cover.
- avoid taking or dropping off a child to an event or activity. This is unless given written permission by parents/carers.

Practices that are never sanctioned

The following are **never** sanctioned. Staff/volunteers must never:

- engage in rough, physical or sexually provocative games, including horseplay;
- allow or engage in any form of inappropriate touching;
- allow children to use inappropriate language unchallenged;
- make sexually suggestive comments to a child, even in fun;
- reduce a child to tears as a form of control;
- fail to act upon and record any allegations made by a child;

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- do things of a personal nature for children or disabled adults, that they can do for themselves;
- invite or allow children to stay with you at your home unsupervised;
- Invite children to invite you onto any form of social media.

Photography of children and vulnerable adults

Children will not be identified in the use of any images. If Jacksons Lane seeks to take photographs of participants for promotion or feedback to funders then permission is always to be sought from parents/guardians and a signed acknowledgment form received.

Online Safety

(Please refer also to Annex: Online Safeguarding)

Jacksons Lane's activities mostly do not involve young people going online. However we will:

- Ask permission from parent/carers and young people themselves before uploading photos of children and young people on any form of Jacksons Lane social media.
- Children and young people will not be identified online.
- Jacksons Lane staff, freelancers and volunteers will monitor very carefully the appropriateness of content of any websites, vlogs or blogs they signpost young people to and ensure that they only recommend any online material that is relevant to project or activity the young person is undertaking.
- All Jacksons Lane staff and tutors will not engage with participants through any form of personal social media.
- Jacksons Lane staff will be aware of positive resources that parents, carers or partner organisations can be signposted to if they require information on online safety for young people. These are www.childnet.com/ www.counterextremism.lgfl.org/ www.parentzone.org.uk/ www.saferinternet.org.uk and www.educateagainsthate.com
- The use of mobile phones is not allowed within workshops or any other settings such a meetings, work experience or trips for participants unless in an emergency.
- All Jacksons Lane staff will be aware of the dangers on online abuse as set out in Section Two of this policy.

Incidents that must be reported/recorded

Staff will debrief after each workshop, where there will be an opportunity to disclose any safeguarding concerns, injuries and accidents, or to record any actions that risk allegation.

If any of the following occur you should report this immediately to the appropriate designated child protection officer and record the incident. You should also ensure the parents of the child are informed:

- if you accidentally hurt a child/young person;
- if he/she seems distressed in any manner;
- if a child appears to be sexually aroused by your actions;
- if a child misunderstands or misinterprets something you have done or said.

Disclosure

What to do if a child tells you about current or historical abuse:

- Remain calm and in control - *Don't panic.*
- Ensure the child is safe and address any immediate health issues.
- Listen to the child without judgement - *Remember as much as possible.*
- Do not put words in the child's mouth - *Remain silent during the disclosure if possible, it is often helpful to nod or make sounds to show you understand what is being said.*

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- Only ask questions if you don't understand what is being said - *Perhaps they said something quietly, perhaps you didn't understand a word they used (people quite often use a range of words you may not be familiar with to describe sexual acts or parts of their body).*
- Don't promise to keep a secret - *You cannot keep this a secret, so let them know that you can't and that you will have to pass it on to the Designated Safeguarding Lead. **The welfare of the child is paramount and takes precedence over confidentiality.***
- It is common that the child or young person will start to disclose to you whilst you are on your own - *It is not appropriate to call another worker over – but equally you may be putting yourself at risk of a later allegation if you are locked away in a private place with a child or young person. Ideally try to make sure the door of the room you are in is not shut. It is usually easy to have a private conversation with other people still able to see you.*
- Try to reassure them that they have done the right thing - *You could say something like "I'm glad you have told me this."*
- Even if what they are saying is shocking to you try not to show this.
- As soon as you can after the meeting write a clear record of what the child said - *Try to use their words. Write it up as clearly as possible. Date and sign the document.*
- Consult the Designated Safeguarding Lead for further guidance.
- **Remember that it is not your job to prove if this information is true or not – nor is it up to you to notify the police or social services. You have to get as accurate a record as possible of the disclosure to the lead child protection person as quickly as you can.**

What will happen to a Disclosure

- Once a written record has been taken ensure that it gets to the Designated Safeguarding Lead as soon as possible. The Disclosure form will be kept and locked away in a safe place that only the Designated Child Protection Officer will have access to.
- The Designated Safeguarding Lead will consider the report in relation to Haringey Safeguarding Children's Partnership Threshold Guide and decide on the next course of action. This could include making an agreement to monitor the child or referring to the Local Authority Designated Officer (LADO). The Designated Safeguarding Lead may also decide to get advice from the NSPCC Helpline.
- A record of the disclosure and action taken will be kept in the Safeguarding log book and only the Designated Safeguarding Lead will have access to.

Recruitment and training of staff and volunteers

Jacksons Lane recognises that anyone may have the potential to abuse children in some way and that all reasonable steps are taken to ensure unsuitable people are prevented from working with children. Preselection checks included the following:

- All job offers for new members of staff working directly with children and young people are conditional of them having a clean DBS. Consent will be obtained to seek information from the Disclosure and Barring Service.
- Two confidential references, including one regarding previous work with children. These references will be taken up and confirmed through telephone contact.
- Evidence of identity (passport or driving licence with photo).

Interview and induction

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All employees (and volunteers) are required to undergo an interview carried out to acceptable protocol and recommendations. All employees and volunteers will receive an induction, during which:

- The job requirements and responsibilities will be clarified.
- Child protection procedures are explained and training needs are identified.
- They will sign up to the organisation's Child Protection policy.

Training

The safeguarding process includes training after recruitment to help staff and volunteers to:

- Analyse their own practice against established good practice, and to ensure their practice is not likely to result in allegations being made.
- Recognise their responsibilities and report any concerns about suspected poor practice or possible abuse.
- Respond to concerns expressed by a child or young person.
- Work safely and effectively with children.

Any staff or volunteers working directly with children have to complete Level 2 Safeguarding, the online course provided by NSPCC.

Communicating our Child Protection Policy and Procedures to Young People

A shorter, child friendly version of this policy is available on our website and shared with our young people at the beginning of each term.

During sessions, any new participants will be informed of 2 different people they can speak to if something makes them feel uncomfortable. If they do not feel comfortable speaking to either members of staff, they will be asked to speak to their parents who can contact Jacksons Lane. Similarly, the entire group will be informed of this procedure if there are new members of staff or volunteers.

Responding to allegations or suspicions

It is not the responsibility of anyone working at Jacksons Lane in a paid or unpaid capacity to decide whether or not child abuse has taken place. However there is a responsibility to act on any concerns by reporting these to the Designated Safeguarding Lead, Chief Executive and the appropriate authorities.

Jacksons Lane assures all staff/volunteers that it will fully support and protect anyone, who in good faith reports his or her concern that a colleague is, or may be, abusing a child.

Where there is a complaint against a member of staff there are three types of investigation:

- a criminal investigation
- a child protection investigation a disciplinary or misconduct investigation.

The results of the police and child protection investigation may well influence and inform the disciplinary investigation, but all available information will be used to reach a decision.

Confidentiality

Jacksons Lane will make every effort to ensure that confidentiality is maintained for all concerned. Information is to be handled and disseminated on a **need to know** basis only. This includes the following people:

- the Designated Safeguarding Lead/Executive Director
- the parents of the person who is alleged to have been abused if appropriate.
- the person making the allegation
- social services/police

Jacksons Lane will seek the Local Authority Designated Officer advice on who should approach the alleged abuser (or parents if the alleged abuser is a child).

Internal enquiries and possible suspension

The Executive Director will make an immediate decision about whether any individual accused of abuse should be temporarily suspended pending further police and social services inquiries.

Irrespective of the findings of the social services or police inquiries Jacksons Lane will assess all individual cases and decide whether a member of staff or volunteer can be reinstated and how this can be sensitively handled.

Whistleblowing

We want everyone to feel able to report any child protection / safeguarding concerns.

However, for members of staff who feel unable to raise these concerns internally, they can call the NSPCC whistleblowing helpline on: 0800 028 0285 (line is available from 8:00 AM to 8:00 PM, (Monday to Friday) or email: help@nspcc.org.uk.

Parents or others in the wider school community with concerns can contact the NSPCC general helpline on: 0808 800 5000 (24 hour helpline) or email: help@nspcc.org.uk.

Bullying

Jacksons Lane will:

- Take all signs of bullying very seriously.
- Encourage all children to speak and share their concerns, help the victim to speak out, and create an open environment.
- Investigate all allegations and take action to ensure the victim is safe. Speak with the victim and the bully(ies) separately.
- Reassure the victim but NOT to promise to tell no one else.
- Keep records of what is said.
- Report any concerns as needed.

Policy Review

The policy will be reviewed and updated annually in case the pattern of work and contact with children and young people changes and will include any new legal requirements that may arise. Jacksons Lane has a trustee with child protection responsibilities. That person is currently Paul Singh.

Last Updated: June 2023

Next Update: June 2024

Partners

Jacksons Lane will ensure we are aware of the partner venue's child protection policies and will make sure they are not in conflict. We will have an agreed protocol on how to deal with situations of abuse and risk of harm to children.

Jacksons Lane will ensure that all groups hiring our venue to deliver workshops with children will follow either their own and/or Jacksons Lane's Child Protection policy. If the group does not have its own Child Protection Policy, then it will be obliged to follow the policy and safeguarding procedures as laid down by Jacksons Lane. Each group hiring space will sign up to the above in their hire agreement. Jacksons Lane will work with groups hiring the venue who don't have their own child protection policy to ensure that they are fully aware and able to work with our policy and safeguarding procedures.

Section Five: Contacts

Designated Safeguarding Lead (Jacksons Lane): Natalia Cid Garcia (Head of Creative Learning) on 07904 661367. If Natalia is not available call Deputy Safeguarding Lead Andy Martin on 07908 566906. If none of them are available then call Nathan Curry on 07986 300727.

Or call:

If the Child/Project is in Haringey:

Call Haringey Single Point of Access (SPA) to take advice.

To report child abuse or neglect please call Haringey on 020 8489 4470 (Monday to Thursday 8.45am to 5pm; Friday 8.45am to 4.45pm) and 020 8489 0000 (Out of Office hours including weekends). Please only use this number if you are calling outside normal working hours.

spa@haringey.gcsx.gov.uk

Haringey Local Safeguarding Children Board
River Park House
London N22 8HQ
Tel 020 8489 1470/3145

If the Child/Project is in Barnet

Contact the MASH team on 020 8359 4066 if you are concerned about a child or young person in Barnet and provide as much information as you can.

Outside of these hours, care and welfare concerns about children and young people that need an immediate response should be reported to the Emergency Duty team on 020 8359 2000.

If you cannot get through to anyone and are unsure what to do call NSPCC Helpline on 0808 800 5000.

If you think the child is in immediate danger call 999.

Annex: Online Safeguarding at Jacksons Lane

JACKSONS LANE'S TERMS AND CONDITIONS FOR ONLINE ACTIVITIES

This document has been put together as an advisory document for all parents/carers/family members who are responsible for Jacksons Lane members

When activities are held online, the terms and conditions below set up how we aim to approach this and how we will continue to work with our families.

Please read carefully so that the best procedures are put in place for the online activity to be as safe as possible.

TERMS & CONDITIONS/DISCLAIMER

In order to take part in these online lessons, we advise the following:

1. Your young person should seek permission to take part in each online activity provided by Jacksons Lane.
2. For activities with movement you are able to provide a reasonable flat floor space for the young person's use. Where no furniture, slip and/or trip hazards can be found.
3. The young person should wear appropriate clothing and footwear for online classes.
4. You fully understand that as Jacksons Lane are not providing these services in person, we are unable to provide any direct first aid, but we will remain in adherence to our Safeguarding policies at all time.
5. You understand that Jacksons Lane are in no way affiliated with the video conferencing software, and are not responsible for any changes, data loss or software/hardware malfunction as a result of using the equipment. You also agree to their separate terms of use.
6. You will not hold Jacksons Lane responsible for any injury sustained as part of these classes and will monitor your child for signs of sickness, tiredness, injury or illness or other incapacitations, which may prevent them from taking part.
7. Unless otherwise notified, Jacksons Lane will assume that all information and permission granted on your child's membership form will remain the same for our online activities, including all photo/video/audio/social media consent
8. Activities may be recorded and used for research purposes for Jacksons Lane and may be shared with other partners for research purposes.
9. Anyone taking part in the online activities is not permitted to video/photograph/record or use any form of social media to display the activity. The only party allowed to do this is Jacksons Lane.
10. Please ensure that it is only Jacksons Lane members on screen or on audio during the activity, so that young people without consent are protected.
11. Please do not share the link so that others can enter the activity.

JACKSONS LANE'S CODE OF CONDUCT FOR FACILITATORS DELIVERING WORK ONLINE

- Be fair with offering the opportunity for young people to contribute unmuted. Do not unmute without former warning.

JACKSONS LANE

- If any concerns around young people arise, use the private chat function to contact JL Youth coordinator immediately.
- Be available 20 minutes before the start of the session for a briefing, and 10 minutes afterwards to debrief.
- Ensure a neutral background. Do not have anything inappropriate in shot, or personal information such as location.
- Deliver sessions to the standard that would be expected at JL Circus workshops, ensure you are prepared with equipment and are wearing appropriate clothing.
- Do not leave the session until young people have, ensuring no young people are in a conversation with no adult supervision, and no staff member is left alone with young people.
- Manage boundaries and appropriate use of language.
- Work according to JL Circus policies and procedures, including safeguarding. Report any safeguarding concerns to JL Youth Coordinator as soon as possible. If not appropriate to report to coordinator, report to Natalia Cid Garcia.
- Do not take photos/videos/audio recordings of the sessions.
- Dynamically risk assess the surroundings of young people, and the possible risks of any activity that young people are asked to carry out.
- Read the risk JL Circus Online risk assessment.
- Work to ensure the highest safety and physical and emotional wellbeing of all JL Circus participants.