



# Herts Inclusive Theatre

## Safeguarding Children Policy

### Introduction

At Herts Inclusive Theatre (HIT) we are committed to providing a caring, friendly and safe environment for all of our participants so they can take part in any of our activities in a secure atmosphere. Our safeguarding policy is intended to protect children and young people who receive HIT's services from harm & abuse. It is also intended to provide staff and volunteers, as well as children and young people and their families, with the main beliefs that guide our approach to child protection.

**This policy should be read in conjunction with our organisational policies, procedures, guidance and other related documents, particularly HIT's Safeguarding Procedures.**

### Background

The regulations which apply to safeguarding include the Children Act 2004, the Equality Act 2010 and the Children & Families Act 2014.

The Charity Commission requires that safeguarding children duties apply to any charity that is working with or coming into contact with anyone under the age of eighteen. ([www.gov.uk/government/organisations/charity-commission](http://www.gov.uk/government/organisations/charity-commission))

This policy has been constructed with support from NSPCC 2019. Registered charity England and Wales 216401, Scotland SC037717 on the basis of legislation, policy and guidance that seeks to protect children in England. A summary of the key legislation is available from NSPCC. ([nspcc.org.uk/learning/](http://nspcc.org.uk/learning/) 0116 234 7246)

### Responsibilities

The board of trustees is responsible for approving this policy and for reviewing it at least annually to ensure that safeguarding is continually promoted in the workplace and that any changes in legislation are adopted accordingly. The Director is responsible for implementing and integrating the policy into daily operations. The Director is also responsible for monitoring it for compliance and for making suitable training available where required.

In the event that an allegation is made against a member of staff or a volunteer, the designated or deputy designated safeguarding lead has a responsibility for consulting with the Local Authority Designated Officer (LADO). The LADO will provide advice and guidance to employers and voluntary organisations. The LADO can be contacted at [LADO.Referral@hertfordshire.gov.uk](mailto:LADO.Referral@hertfordshire.gov.uk) or 03001234043.



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### Designated safeguarding lead:

Name: Ellie Short, Creative Participation Manager - Phone/email: 01727 22 14 14 (Work) / [ellie@hit-theatre.org.uk](mailto:ellie@hit-theatre.org.uk) (Please ask for Ellie's mobile if you want to contact her directly)

### Deputy designated safeguarding lead:

Name: Amy Pryke, Participation Coordinator - Phone/email: 01923 216951 (Work) / [amy@hit-theatre.org.uk](mailto:amy@hit-theatre.org.uk)

### Trustee lead for safeguarding:

Name: Anielia Perriam, Email: [aniela@hit-theatre.org.uk](mailto:aniela@hit-theatre.org.uk)

NSPCC Helpline 0808 800 5000

### Scope

This policy applies to anyone working on behalf of HIT, including senior managers and the board of trustees, paid staff, volunteers, contractors and work experience students. Failure to comply with this policy could result in disciplinary action in accordance with the organisations Disciplinary and Grievance policy.

The policy will be drawn to the attention of funding agencies, stakeholders, participants and job applicants where required.

### Policy

HIT believes it has a responsibility to promote the welfare of all children and young people, to keep them safe and to practice in a way that protects them from abuse and harm (Section 11 of the Children Act 2004 applies).

We recognise that in all the work we do and in all the decisions we take we ensure protection for children, regardless of age, disability, gender reassignment, race, religion or belief, sexual orientation have an equal right to protection from all types of harm or abuse (Equality Act 2010 applies).

**We recognise that increasing numbers of children and young people are experiencing issues with their mental health, which may present in a variety of different ways.**

We recognise the increased vulnerability of disabled children to abuse and neglect and the barriers they may face.



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We also recognise that some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues. (Children and Families Act 2014 applies).

We value working in partnership with children, young people, their parents, carers and other agencies and feel it is essential in promoting young people's welfare. In this regard we will seek to keep children and young people safe by:

- appointing a designated safeguarding lead for children and young people, a deputy and a lead trustee for safeguarding.
- adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for staff and volunteers.
- 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
- recording, storing and using information professionally and securely, in line with data protection legislation and guidance [more information about this is available from the Information Commissioner's Office: [ico.org.uk/for-organisations](http://ico.org.uk/for-organisations)]
- making sure that children, young people and their families know where to go for help if they have a concern
- sharing information about safeguarding and good practice with children and their families via leaflets, posters, group work and one-to-one discussions
- recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made
- ensuring that we have effective complaints and whistle blowing 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
- 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
- building a safeguarding culture where staff and volunteers, children, young people and their families, treat each other with respect and are comfortable about sharing and listening to individual concern

Author: Caroline Stevens	Approved on behalf of Trustees: Aniela Perriam
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# Herts Inclusive Theatre Safeguarding Children Policy

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Amendments: Change to some contact details	