



Safeguarding and Child Protection Policy

Thrive Sports Co fully recognises its responsibilities for safeguarding and child protection.

Policy agreed (date):	01/09/2023
Policy published (including on website) (date):	16/10/2023
Next review (date):	01/09/2024

Key Safeguarding Personnel			
Role	Name	Tel.	Email
Director & Owner	Tom Giles	07584 518220	tom@thrivesportsco.com
Head of Operations (DSL)	Lewis Palmer	07455265640	lewis@thrivesportsco.com
The key safeguarding responsibilities within each of the roles above are set out in Keeping Children Safe in Education (2023)			

Children's Social Care referrals: Multi-Agency Safeguarding Hub (MASH): Out of hours:	0300 456 0108 0300 456 0100
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If you believe a child is **at immediate risk** of significant harm or injury, you **must** call the police on 999.

Introduction

Thrive Sports Co is committed to safeguarding and promoting the welfare of children. We will fulfil our local and national responsibilities as laid out in the following key documents:

- Working Together to Safeguard Children (2018)
- Keeping Children Safe in Education (2023)

The aim of this policy is to ensure:

- all pupils/participants are safe and protected from harm.
- safeguarding procedures are in place to help pupils/participants feel safe.
- Staff/coaches in a school or educational environment are aware of the expected behaviours and Thrive Sports Co's legal responsibilities in relation to safeguarding and child protection.

Safeguarding children is defined as:

- ensuring that children grow up with the provision of safe and effective care
- acting to enable all children to have the best life chances
- preventing impairment of children's mental and physical health or development and
- protecting children from maltreatment.

The term 'safeguarding children' covers a range of measures including child protection procedures. It encompasses a whole company wide preventative approach to keeping children safe.

Consequently, this policy is consistent with all other policies adopted by the Thrive Sports Co read alongside the following policies relevant to the safety and welfare of pupils and participants in our care

- Staff Behaviour Policy
- Behaviour Policy
- Complaints Policy
- Health and safety Policy
- Whistleblowing Policy

This policy applies to all staff/volunteers who work for Thrive Sports Co. For the purposes of this policy:

- **Staff** refers to all those working for or on behalf of Thrive Sports Co, full-time or part-time, in a paid or regular voluntary capacity.
- **A volunteer** is a person who performs an activity that involves spending time, unpaid in school/ outside of school environment.

Any safeguarding concerns or disclosures of abuse relating to a child in our care are to be reported to the DSL.

Expectations

All staff/volunteers are:

- familiar with this safeguarding policy and have an opportunity to contribute to its review.
- alert to signs and indicators of possible abuse and wider safeguarding issues.
- able to record and report concerns as set out in this policy.
- able to deal with a disclosure of abuse from a child.
- All disclosures are to be made aware to the Designated Safeguarding Lead (DSL)

In addition, all staff have read and understood Part 1 or Annex A of the latest version of Keeping Children Safe in Education (**KCSiE 2023**). All staff who work directly with children have also read Annex B and Part 5.

Board Members

As decision makers and vision setters for Thrive Sports Co, the board members will make sure that our policies and procedures are in line with national and local safeguarding requirements. Board members will work with the Director and Head of Operations to make sure all safeguarding procedures and policies are met.

Monitoring and review

The Director and Head of Operations ensures that the policies and procedures, adopted by the governing body (particularly those concerning referrals of cases of suspected abuse and neglect), are understood, and followed by all staff and should be easily understood by staff, children and parents, by re-visiting regularly.

This policy is reviewed annually or earlier as required by changes to legislation or statutory guidance.

The Director and DSL meet every month to monitor the effectiveness of this policy.

Mandatory Procedures

Safer Recruitment- All staff are subject to safer recruitment processes and checks, and we follow the guidance set out in Part 3 of KCSiE (2023).

At Thrive Sports Co, we scrutinise all applications for paid or voluntary positions. We undertake interviews and make appropriate checks through the Disclosure and Barring Service (DBS). We maintain a single central record (SCR) of the essential checks as set out in KCSiE, that have been carried out and certificates obtained. The SCR applies to:

- all staff who work at a school
- all staff who attend a tour with children
- all staff who work on a school site for an Thrive Sports Co event (e.g. residential, camp etc)

Safety

School sites- Internal risk assessments are undertaken for any activity delivered by Thrive Sports Co on a school site. This is to be shared with the school when requested.

All Thrive Sport Co staff to have appropriate clothing and footwear when on site to deliver any session to the highest standard

Pre safety check meeting held with school to ensure site is suitable for activity delivered (e.g. surface, nearest first aide provider).

Safety on tours- Risk assessment carried out prior to tour taking place and shared with designated school contact. School will need to assign specific roles and responsibilities for each adult. Copy of risk assessment for each activity delivered on the tour will be provided in a hard copy which Tour Director will keep on person for the duration of the tour.

Any third-party involvement Thrive Sports Co will request written assurance that the appropriate safer recruitment checks have been completed. Thrive Sports Co will request safeguarding policy and risk assessments where necessary.

Where there are safeguarding concerns from the tour director regarding a staff member, they will follow the school's safeguarding policy. If there is a concern from a staff member regarding the tour director this will be reported to Thrive Sports Co director (Tom Giles).

Staff Behaviour Policy (for safer working practice)

Thrive Sports Co is committed to providing a safe and inclusive environment for all children and groups that engage with the business. We are equally committed to the protection and welfare of our staff, who are expected to adhere to the highest standards of professional behaviour.

The Staff Behaviour Policy sets out staff behaviours that should be avoided as well as those that constitute safe practice and supports our commitment to safeguarding children.

Responding to concerns/disclosures of abuse

Staff adhere to the Thrive Sports Co safeguarding training requirements when concerned about abuse or when responding to a disclosure of abuse. Staff understand that they must NOT:

- take photographs of any injuries.
- postpone or delay the opportunity for the child to talk.
- take notes while the child is speaking or ask the child to write an account.
- try to investigate the allegation.
- promise confidentiality e.g. say they will keep 'the secret'.
- approach or inform the alleged abuser.

All staff record any concern about or disclosure by a pupil of abuse or neglect and report this to the DSL using the standard form. It is the responsibility of each adult in school to ensure that the DSL receives the record of concern without delay. In the absence of the DSL, staff members know to speak directly to the Director or MASH. In some circumstances, the Director may seek advice by ringing the MASH for advice.

The voice of the child is central to our safeguarding practice and pupils are encouraged to express and have their views given due weight in all matters affecting them.

When working in a specific school Thrive Sport Co staff will comply with any safeguarding requirements set out by the school. This could involve training or questionnaire and reading the schools safeguarding policy. All staff will show ID and DBS on arrival and whenever the school may request this

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All employed staff / volunteers have a duty to protect and safeguard the children within our care. Things to look out for that may need action to be taken:

- Continued disruptive / concerning behaviour (behaviour policy to be followed – this includes sudden changes in behaviour)
- Remember “PENS” – physical, emotional, neglect and sexual abuse. Each has its own specific warning indicators which employed staff should be alert to.

What to do if you're worried a child is being abused (March 2015)

STEP BY STEP GUIDE OF ACTIONS TO BE TAKEN

Recording/Sharing Concerns: The person with concerns about a child records the information and reports this to the Company Director (Tom Giles) or Head of Operations (Lewis Palmer)



Consideration: The Company Director or Head of Operations considers the information and will decide upon the next steps. Where needed this may be done in consultation with other members of staff. The parents/carers are involved and informed of the incident by either a phone call immediately after the incident, or upon collection by the Company Director or Manager – **unless doing so places the child at risk.**

Referral to Children's Social Care: The Company Director or Head of Operations will make a telephone call to MASH on 466903. *Emergency Duty Service on 436699.* This must be followed up within 24 hours with a written referral using form RF1. The RF1 must be signed and dated by the referrer.

Call to the Police: If the child is at immediate danger, the Company Director or Head of Operations will call the police on 999.

No Referral: Actions will be agreed to monitor the child and support will be given to the child/family where necessary

It is the responsibility of the Company Director and/or Head of Operations to immediately notify the DSL of the school if they or a member of staff have any concerns regarding the safeguarding of the children or staff at the school in which a session takes place.

Whistle blowing at Thrive Sports Co

All employed staff/volunteers hold the right to pass on information about misconduct within Thrive Sports Co to protect the children in our care and the wider community. Whistle blowing complaints may include but are not exclusive to:

- Criminal Offences
- Threats to an individuals health and safety
- Damage to the environment
- The belief there has been a cover up of wrong doing
- A miscarriage of Justice
- The misuse of public money
- Discrimination, bullying, humiliation, poor or unsafe practise, abuse or neglect.

All employed staff/volunteers at Thrive Sports Co who wish to raise a concern, should do so to Tom Giles (Company Director) or Lewis Palmer (Head of Operations) immediately, who will investigate and resolve the concern as quickly as possible.

Any employee or volunteer who feels the matter cannot be discussed with the above person(s) can contact Ofsted via email whistleblowing@ofsted.gov.uk or phone 0300 123 1231 or the NSPCC via email help@nspcc.org.uk or phone 0800 028 0285.

Safeguarding training

This training is for all staff and is updated every 3 years as a minimum to ensure staff understand their role in safeguarding. Any member of staff not present at the training session will undertake this statutory training requirement on their return.

Safer Recruitment

At least one person on any appointment panel has undertaken Safer Recruitment Training. This training is updated every five years as a minimum.

Preventing Radicalisation

All staff undertake Prevent awareness training.

Contact Numbers:

MASH: 01793 466903 Out of hours contact (MASH):

01793 436699 LADO (Local Authority Designated Officer):

01793 463803 Police child or domestic abuse: 101 NSPCC: 0808 800 5000