

SAFEGUARDING POLICY

Introduction

AfreakA Aerials LLP ('the Partnership') is a limited liability partnership run for the following purpose:

Providing Aerial and Circus based sport/fitness classes to allow students to develop themselves and have the opportunity to perform in a safe and inclusive environment.

The Partnership conducts its business at OXSRAD, Court Place Farm, Marsh Lane, Marston, Oxford, OX3 0NQ.

The registered office of the Partnership is 22 Broadhurst Garden, Littlemore, Oxford, OX4 4YQ.

The Partnership is registered in England at Companies House number: OC385136.

The Partnership has adopted this safeguarding children policy and expects every adult working or helping at the Partnership to support it and comply with it. Consequently, this policy shall apply to all partners, instructors (directly employed or contracted), volunteers, students or anyone else working on behalf of the Partnership.

Purpose of the Policy

This policy is intended to protect children who receive any service from us, including those who are the children of adults who may receive services from us. Under this policy, the term children shall mean any person who is under eighteen years of age.

The Partnership believes that no child or young person should experience abuse or harm and is committed to the protection of children and young people. This policy is intended to provide guidance and overarching principles to those who represent us as volunteers or staff, to guide our approach to child protection and safeguarding.

The Risks to Children

Children can be vulnerable to different forms of abuse and harm. It is important to recognise that abuse and harm of children can cover a wide range of circumstances and behaviours. For example, children can be at risk of:

- physical or emotional abuse
- neglect
- sexual abuse
- female genital mutilation (FGM)
- grooming and exploitation

- trafficking and modern slavery
- exposure to or infliction of domestic abuse
- bullying or cyber bullying
- exposure to other inappropriate content or behaviour, such as violence or criminal behaviour
- self-harm
- physical harm when engaging with activities without adequate supervision.

The causal factors of any such harm and/or abuse can also be wide-ranging. For example, children can be placed at risk by family members or by members of the community.

Safeguarding Principles

Safeguarding children from harm and abuse is an essential responsibility for our Partnership. We are committed to ensuring that any child who comes into contact with our services is properly safeguarded. Every person under this policy must ensure that they play an active role in ensuring that children are properly safeguarded.

Every person under this policy holds responsibility for:

- remaining alert and aware of possible safeguarding risks to children,
- guarding children against harmful environments with appropriate actions (for example, adequate supervision or ensuring safe environments),
- taking positive steps to maintain the safety and wellbeing of children engaging with us as a Partnership,
- reporting concerns expeditiously and appropriately, in line with child protection procedures,
- understanding the duty to report specific concerns (and understanding how this interplays with confidentiality),
- challenging any inappropriate or harmful behaviour of any other adult and reporting this accordingly,
- acting appropriately in the presence of children,
- not taking any inappropriate risks,
- not smoking, drinking or taking any form of illicit substances in the presence of children.

Safeguarding Responsibilities

The management and oversight of all child safeguarding matters is allocated to a designated partner of the Partnership, currently:

Ganna Sloan

Email: anna@afreakaerials.com

Phone: 07734 466543

(the Safeguarding Officer)

Confidentiality and Data Protection

All personal information we may process relating to children, shall be processed and stored in accordance with our data protection privacy policy, refer to Other Policies below.

Responding to a Safeguarding Concern

Where a child is at immediate risk of serious harm, any adult present should call 999. Thereafter, the Safeguarding Officer should be contacted as soon as is reasonably practicable.

Where there is a safeguarding concern but no immediate risk of serious harm, the adult who has heard or witnessed this concern should consult with the Safeguarding Officer as soon as practicable and by no later than the end of that same day.

Where any child makes a disclosure relating to harm or abuse to an adult, it is important for that adult to:

- listen calmly and carefully, showing that their views are taken seriously.
- provide an appropriate and honest level of reassurance.
- avoid interrogating children and asking probing, intrusive and/or leading questions.
- avoid making false promises regarding secrets and confidentiality with the child (because any concern of abuse/harm must be shared with a Safeguarding Officer and any subsequent safeguarding referral).
- make a confidential written record of the discussion either during the discussion or immediately afterwards. The record should include the key details of the disclosure together with any relevant times, dates, places and people concerned. Audio and video recordings of children making disclosures should be avoided.
- refer all relevant information to the Safeguarding Officer as soon as practicable afterwards, and by no later than the end of the day.

Upon receipt of any safeguarding concern, a Safeguarding Officer shall consult with any other relevant persons and will make any appropriate referrals to the relevant authorities, such as the applicable Local Authority Children's Services department.

Reporting Concerns About Other Adults

Where any person has a concern regarding the conduct of an adult connected to the Partnership, which poses or may pose a safeguarding risk to children such as:

- harming a child either physically or emotionally,
- exposing a child to behaviour which may cause physical or emotional harm,
- engaging in criminal activity concerning a child.

This must be raised in the first instance with the Safeguarding Officer (or where this is not appropriate, a different senior member of the organisation) so that the next appropriate steps may be agreed and actioned. We recognise that there could be circumstances where a person may need to report a matter that has taken place in a setting outside of the person's engagement with the Partnership.

Usually, any appropriate steps following a safeguarding referral in respect of an individual connected to the Partnership will include either:

- further initial enquiries,
- escalation to the applicable Local Authority Children's Services department for assessment and/or the police for investigation,
- instigation of any appropriate disciplinary, formal investigation processes and suspension of any person concerned within the Partnership,
- a referral to the Disclosure and Barring Service, Disclosure Scotland or Access Northern Ireland, or any other relevant regulatory bodies.

Any person within the Partnership who has allegations made against them shall be informed properly in a formal meeting of the particulars of the allegations and the relevant next steps which shall be taken. Such a meeting should ordinarily be held by a Safeguarding Officer. On certain occasions, such a meeting may not be convened until this has been approved by any authorities involved (such as the police or the relevant Local Authority).

Any person from within the Partnership who has allegations made against them shall be treated fairly. All enquires, investigations and decisions taken shall be just and fair, with the safety of any child concerned at the heart of the process.

Any person from within the Partnership who makes an allegation against another person from within the Partnership shall be listened to, taken seriously and shall be treated fairly and justly throughout the process of enquiries, investigations and decision making.

Disclosure and Barring Service (DBS) Checks

Checks under the appropriate legislation should be undertaken wherever required. The groups of people we will usually undertake checks with the DBS in relation to are:

- Designated Partners,
- Instructors (Directly Employed or Contracted),
- Any other adults engaged directly by the Partnership on a voluntary or remunerated basis.

Other bona fide independent businesses that provide services to the Partnership maybe required to provide evidence of DBS checks on their staff, where required to by law.

Wherever we deem it is necessary and appropriate to remove any individual from a position of work in an activity which is regulated under the relevant legislation, we shall also be obliged to make a referral to the DBS.

Safeguarding Children at Events and Activities

Responsibilities and Planning

Instruction at the OXSRAD venue is class based, with a lead instructor and on occasions other staff members to assist. We also arrange a number of public performances each year in which the child students may perform alongside other child/adult students and their instructors.

The Safeguarding Officers shall hold ultimate responsibility for the safety and appropriateness of the event. They may however appoint a delegate for some responsibilities the purpose of a specific event.

Appropriate background checking shall be undertaken for any adult engaged by us in connection with an event or activity involving children, wherever this is required by law (see the relevant section above).

Although the Safeguarding Officers and any appointed delegates will hold ultimate responsibility for overseeing the safety for events and activities, all individuals under this policy must also play an active role in ensuring the safety of children at all times.

For certain types of events or activities, we may issue an additional code of conduct, policy, or some specific other requirements which is specific to that occasion. Any such additional documentation will be made available to all those concerned (staff members, parents, guardians etc.) in advance. They should be read carefully and adhered to.

Venues

The majority of the events and activities take place at OXSRAD, which is our main base and has been risk assessed for suitability and safety of children.

Where an alternative location is used for any event or activity which is held by us, shall be risk assessed properly in reference to the suitability and safety for children. Fire and safety procedures and precautions shall be made clear to all those involved.

First Aid

We have a first aid policy in place, refer to the Other Policies section below.

Any accident or injury concerning a child having been brought to the attention of the appointed person/first aider and should thereafter be formally reported to the Safeguarding Officer.

Consent

We shall always obtain consent from a parent or guardian for any activity or event which takes place with children in attendance without their responsible parent or guardian present. The consent for regular classes is provided by a parent or guardian of child students as part of the electronic enrolment process, which includes amongst other things a medical declaration and any specific safety needs/requirements for the child.

For performance events, a parent or guardian will need to provide consent for the child to participate in the performance. This consent is typically provided by email with a requirement to provide any additional instructions or contact details that would apply for the specific event.

Supervision

For class based activities the lead instructor will supervise no more than 6 children with a minimum child age of 7. Some children may also receive one-to-one training and guidance from their instructor, in such instances another adult must always be present.

Where we hold any events or activities whereby a child attends alongside their parent or guardian, parents and guardians should ensure that children are properly supervised.

Managing Behaviour of Children Generally

Whenever any adult engaged by us is faced with challenging or inappropriate behaviour from a child or with conflict between children, they must:

- treat each child fairly and equally,
- approach the situation in a calm and neutral manner,
- only ever use physical restraint/intervention in order to protect the immediate safety of a person, for example to prevent an injury or harm either to the child or others,
- wherever it is justified to physically restrain a child or to physically intervene, the amount of force used should be kept to the absolute minimum taking into account the risk posed,
- make a written record of the incident and ensure this is reported appropriately to the Safeguarding Officer.

Managing Risks Posed by Other Children

It is important for all adults engaged by us to recognise that children can face harm from their peers. This can commonly take the form of bullying. Bullying can be defined as any behaviour which is:

- repeated; and
- has the intention of hurting somebody either physically or emotionally.

Bullying can sometimes be motivated by prejudices based on certain groups, for example gender, race, religion or sexual orientation. Bullying can often include:

- physical harm perpetrated against another child,
- name calling and threats,
- cyberbullying (threats and abusive comments made via technology).

Any instance of bullying or concern relating to possible bullying between children at any event or activities arranged by us will usually be dealt with by us in the first instance as follows:

Where any behaviour amounting to bullying continues following this, all children and any relevant staff shall be spoken to individually to ascertain the facts. Where appropriate, children will receive a first warning and relevant guidance in consultation with the parent or guardian.

Any child or children who have found to be responsible for persistent behaviour which amounts to bullying of another child shall be banned from attending classes, which is in line with our terms and conditions that have to be agreed by the parent or guardian when enrolling the child.

All steps in relation to the prevention or management of bullying should be taken in consultation with a Safeguarding Officer.

Photography/Videography

Our Photographs/Videos

On some occasions, we may take photographs and record videos featuring children. We recognise that photography/videography of children carries risks, such as:

- the potential for images to be re-used, shared or adapted in a damaging or inappropriate manner,
- the general risk of sharing images and the impact this could have on child's public image as they grow older.

In view of these risks, we will:

- avoid images and camera angles that maybe more prone to misinterpretation of misuse,
- not publish images of children in unsuitable dress or kit.
- not take or share images that present the activity or the individual in a negative light,
- always ask for written permission from a child and their parent/guardian before taking and sharing any image of them,
- always ensure that a child and their parent/guardian are properly informed how an image will be used and shared,
- always ensure that a child's identity is protected as far as is possible within any published material,

- ask that parents, guardians, children and any other person connected to them who may wish to share any of our published images which features other children to refrain from doing so unless they have the permission of the other children and their parent/guardian,
- always store photos in accordance with our data protection policy.

Members of the Public

We do also recognise that members of the public may take photographs when they are attending our premises, events or activities.

We ask that any parents, guardians and other members of the public take the following into consideration when taking photos at our premises, events or activities:

- images of other children should not be shared on social media without the permission of any children who feature in the images (where ascertainable), together with the permission of the children's parent/guardian,
- images which are shared on social media should be shared cautiously, with the appropriate privacy and security settings in place.

Other Policies

We have referred within this document to the following other important policies which should be read in conjunction with this policy:

- Our Health & Safety policy (available at <https://www.afreakaaerials.com/policies>)
- Our Data Protection policy (available at <https://www.afreakaaerials.com/policies>)
- Our First Aid policy (available at <https://afreakaaerials.com/policies>)

This Policy is approved and robustly endorsed by Afreaka Aerials LLP and will be reviewed annually or when there is a change in circumstances, in work practices or the introduction of new legislation.

Signed:  _____

Name: ___GANNA SLOAN_____

Date: ___14/02/2023_____