

# SAFEGUARDING AND CHILD PROTECTION POLICY

The Education Authority Youth Service is open for registrations of community and voluntary youth organisations. An essential element of the registration criteria is the provision of a Safeguarding and Child Protection Policy. Some youth organisations will fall under the governance of larger organisations, such as local churches or uniformed organisations and others will have their own safeguarding arrangements and reporting structure.

This document provides youth organisations with essential should be included in their Safeguarding and Child Protection Policy. This information is informed by and in line with the EA Child Protection and Safeguarding Policy (2019) and DE Circular 2017/04.

All safeguarding policies will be assessed against the following requirements:

## **1. Ethos**

a. A statement about the purpose of the organisation and why safeguarding children is important

## **2. Definition of Abuse**

a. This should name categories of physical, emotional, sexual abuse, neglect and CSE

b. Signs and symptoms should be outlined

## **3. Safe Recruitment**

a. Outline of the policy the organisation follow on Access NI for regulated activity

b. There should be information on interview processes and how references used

c. If this is detailed within another policy within the organisation, it should be referred to here and a copy of that policy should be available upon request

## **4. Role of Safeguarding Lead**

a. Information on named person responsible for advice/guidance/action regarding any Child Protection or Safeguarding concerns

b. This should mention linking in with PSNI and or social services

c. This should outline governing body with overall responsibility for example management committee or church leadership

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## **5. Reporting Process**

- a. There should be a named person responsible for advice/ guidance/ action regarding any Child Protection or Safeguarding concerns
- b. The reporting process should be outlined

## **6. Parental Complaint**

- a. Outline how a parent can contact you with any concerns
- b. Reference to a separate complaints procedure and a copy of that policy should be available upon request

## **7. Code of Conduct**

- a. Clear outline of what is expected of youth leaders who undertake the role

## **8. Preventative Practice**

- a. Information of what organisation do to proactively promote safeguarding. Examples of this could be rights promotion, awareness of support, health promotion, anti-bullying programmes, teamwork, confidence and self- esteem building

## **9. Specific Issues**

- a. These should be outlined in the policy and may include residential/outside activities. This should include separate risk assessment for these times.

## **10. Review of Policy**

- a. Policies should be reviewed at least on a 3-year cycle and the date of most recent review should be stated