



Queen's Park Community Organisation

Empower people to make a difference

Safeguarding Children Policy

1. Introduction

Queen's Park Community Organisation (QPCO) believes that it is always unacceptable for a child or young person to experience abuse of any kind and recognises its responsibility to safeguard the welfare of all children and young people through a commitment to practices that protect them. QPCO recognises that:

- The welfare of the child or young person is paramount.
- All children and young people, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation, or identity, have the right to equal protection from all types of harm or abuse.
- Working in partnership with children, young people, their parents, carers, and other agencies is essential in promoting young people's welfare.

The purpose of this policy is:

- To provide protection for the children and young people who receive QPCO services, including the children of adult service users.
- To provide staff and volunteers with the overarching principles that guide our approach to safeguarding children and young people.

This policy applies to all staff, including senior managers and the board of trustees, paid staff, volunteers, sessional workers, agency staff, students, or anyone working on behalf of QPCO.

QPCO seeks to safeguard children and young people by:

- Valuing them, listening to them, and respecting them.
- Adopting child protection guidelines through procedures and a code of conduct for staff and volunteers.
- Recruiting staff and volunteers safely, ensuring all necessary checks are made.
- Sharing information about child protection and good practice with children/young people, parents, staff, and volunteers.
- Sharing information about concerns with agencies that need to know and involving parents and children/young people appropriately.

- Providing effective management for staff and volunteers through supervision, support, and training.
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2. Links with Other Policies

- QPCO Equality & Diversity Policy
 - QPCO Complaints Procedure
 - QPCO Adult Safeguarding Policy
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3. Nominated Safeguarding Lead Person

The nominated person, **June Kuria**, can be contacted at june@qpcos.org.uk or **07824 045 185**. Staff or volunteers should notify her immediately if they have concerns about:

- A child or young person (see Section 4).
- A person who works with children (see Section 5).

Concerns should be raised if:

- A child has been harmed or may have been harmed.
- A criminal offence may have been committed against or related to a child or young person.
- Someone has behaved in a way that indicates they may pose a risk of harm to children or young people.

The nominated person will provide advice and support to staff/volunteers who are unsure about how to proceed with a particular case and take line management responsibility for the safe delivery, quality, and effectiveness of QPCO services. They are responsible for ensuring QPCO stays up-to-date with safeguarding best practices, advising on changes to policy and practice (in line with Local Safeguarding Board policies), and coordinating safeguarding audits and reporting.

One of QPCO's trustees, **Aysha Magre**, is nominated to take leadership responsibility for the organisation's safeguarding arrangements. This includes ensuring that staff have sufficient time, funding, supervision, and support to fulfil their safeguarding responsibilities effectively.

4. How to Raise Concerns about a Child or Young Person

- a) If someone is at immediate risk of harm, dial 999 for the police.
- b) Contact QPCO by phone or email as soon as possible. A decision will be made regarding whether to make a referral, who will make the referral, and how information about the concern will be securely recorded, stored, and, if appropriate, shared.

To report a concern or seek advice:

- NSPCC Helpline: 0808 800 5000
 - Bedford Borough Council: 01234 718700
 - Central Bedfordshire Council: 0300 300 8585
 - Luton Borough Council: 01582 547653
 - Out of office hours (for all local authority areas): 0300 300 8123
 - The **Integrated Front Door** can be contacted on **01234 718700** (during office hours)
 - **Out of Office Hours** – 0300 300 8123
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5. How to Report an Allegation Against Staff or Volunteers

An allegation may relate to a person who works with children or young people who has:

- Behaved in a way that has harmed, or may have harmed, a child or young person.
- Possibly committed a criminal offence against or related to a child or young person.
- Behaved in a way that indicates they may pose a risk of harm to children or young people.

Any allegation should be reported immediately to QPCO, and the relevant local authority should be informed within one working day (Local Authority Designated Officer - LADO).

6. Independent Resources for Children and Young People

Children and young people can speak to an independent person outside of QPCO by contacting:

- NSPCC Helpline: 0800 328 0904

7. Being Alert to Signs of Abuse and Neglect

Staff and volunteers should be vigilant to the signs and triggers of abuse and neglect, which may be subtle and appear over time. Everyone should be aware of the potential for exploitation and be prepared to investigate behaviour changes.

Types of Abuse Include:

- Physical Abuse: Hitting, pushing, pinching, shaking, etc.
- Sexual Abuse: Non-consensual sexual acts or pressure to consent.
- Psychological/Emotional Abuse: Threats, humiliation, or isolation.
- Financial/Material Abuse: Theft, fraud, or exploitation.
- Neglect: Ignoring medical or physical care needs.
- Discriminatory Abuse: Harassment or slurs based on identity.
- Institutional Abuse: Poor or inadequate care in residential settings.

8. Information Sharing

Sharing information responsibly is vital to safeguarding. The following seven golden rules should be followed:

1. Data protection laws are not barriers to sharing information.
2. Be transparent with individuals and families about information sharing.
3. Seek advice if unsure.
4. Share with consent where appropriate.
5. Prioritise safety and well-being.
6. Share only necessary, accurate, and timely information.
7. Keep records of decisions and the reasons for them.

9. Code of Behaviour

All staff and volunteers are expected to:

- Treat children and young people with respect and fairness.
- Provide a positive role model.
- Avoid one-on-one situations where possible.
- Respect privacy and personal boundaries.

- Report breaches of the code to the nominated person.

Prohibited Actions Include:

- Inappropriate physical or verbal contact.
- Favouritism or biased treatment.
- Making suggestive or derogatory remarks.
- Sharing personal contact details with children or young people.

Policy Review Date: May 2025

Next Review Date: May 2027

Name: Eric Masih

Role: Chair of QPCO

Signature:



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