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APPROVED	September 2026
REVIEW FREQUENCY	Annually
EFFECTIVE FROM DATE	September 2026
DATE OF LAST REVIEW	September 2025
DATE OF NEXT REVIEW	September 2027
COMMITTEE APPROVAL	October 2026
OWNER	Sharon Cole - Head of Safeguarding
EXECUTIVE LEAD	Simon Yates - Director of Operations

Safeguarding & Child Protection Policy

1. Background

Place2Be's mission is to improve the mental wellbeing and prospects of children, their families and school communities across the UK. Children may, through the relationships provided to them by Place2Be, take the opportunity to share information about a harmful experience or incident. This may happen in a direct way through a verbal disclosure, or indirectly through play or demeanour or through another child.

In addition, there may be some physical evidence of neglect or apparent injury, which is noted by a member Place2Be's staff or Counsellor on Placement. Place2Be staff and Counsellors on Placement who are working with parents may also have cause to be concerned about the welfare of that person as well as their children.

2. Purpose and application of Policy

Place2Be believes that every child and young person has the right to grow up safe from abuse, neglect, exploitation and harm. We recognise our responsibility to safeguard the welfare of all children and young people who engage in our service. We are fully accountable for ensuring appropriate actions are taken by us in order to safeguard any of our service users. This may also include ensuring our partner agencies have taken appropriate actions.

For the purposes of this policy, when we refer to children or young people, we mean from the ages of 0 (unborn) and anyone who has not yet reached their 18th birthday.

For any concerns relating to a young person aged 18 years old or above, please refer to our Adult Safeguading

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The child centred approach is fundamental to safeguarding and promoting the welfare of every child. A child centred approach means keeping the child in focus when making decisions about their lives and working in partnership with them and their families.

We recognise that:

- the welfare of the child / young person is paramount.
- all children, regardless of age, disability, gender, race, religion or 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 and scope of the policy

- to provide protection for the children and young people who receive Place2Be's services, including the children of adult clients.
- to provide all staff and Counsellors on Placement with guidance on procedures they should adopt if they suspect a child or young person may be experiencing, or is at risk of, harm.
- the policy applies to all staff, including senior managers and the board of trustees, paid staff, Counsellors on Placement and sessional workers, agency staff, students or anyone working on behalf of Place2Be.

We will seek to safeguard children and young people by:

- valuing them, listening to and respecting them.
- adopting safeguarding and child protection guidelines.
- recruiting staff and Counsellors on Placement safely, ensuring all necessary checks are made.
- sharing information about child protection and good practice with children, parents, staff and Counsellors on Placement.
- sharing information about concerns with agencies who need to know, and involving parents and children appropriately.
- providing effective management for staff and Counsellors on Placement through supervision, support and training. Our training requirements for staff can be found in our Safeguarding handbook.

It is essential that members of Place2Be's team are aware of their duties concerning safeguarding and ensure that:

- the safety and wellbeing of the child is promoted.
- the law and statutory guidance concerning child protection and safeguarding is complied with.
- the policies of the school, the Local Authority, Safeguarding Partners / Child Protection Committees in which Place2Be is working are respected.

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- all staff and Counsellors on Placement at Place2Be comply with the child protection and safeguarding policy.

It is not the role or responsibility of Place2Be to investigate allegations of harm or risk of harm.

Disclosures or concerns arising out of any of these areas of service delivery will be treated the same and are all covered by this policy.

1. The Place2Be Safeguarding Team

At Place2Be, the person designated to take responsibility for child protection is the Head of Safeguarding along with the Deputy Head of Safeguarding and Safeguarding Officers, who are available to all staff for advice and guidance. The Head of Safeguarding reports directly to the Director of Operations who holds lead responsibility for safeguarding on the Place2Be Executive Team.

The Place2Be Safeguarding team can be contacted on the team line (0207 923 5501) during working hours (Monday – Friday, 9am – 5pm, apart from bank holidays/Place2Be closure days)

The Place2Be Safeguarding Team members are:

Sharon Cole – Head of Safeguarding **- 07808 639629**
Daniel Jarrett – Deputy Head of Safeguarding (National Link: Scotland) **- 07810 856013**
Verity Hope – Senior Safeguarding Officer (Regional Link: London and South) - **07976 227073** (maternity leave from November 2026 – November 2027)
Tenise Codling – Senior Safeguarding Officer - maternity cover (Regional Link: London and South) **07855967967**
Hannah Proctor – Safeguarding Officer (Regional Link: London & West) - **078260 24583**
Idaya Mustapha – Safeguarding Officer (Regional Link: The North, Midlands, and Wales) – **07850 265678**
Asfia Naureen – Safeguarding Officer (Regional Link: London and South)- **07817537946**

Please click here for further information on the roles and responsibilities of the Place2Be Safeguarding Team.

2. Statutory and legal framework

2.1 England and Wales

The Children Act 1989 and 2004 provide the overall framework for safeguarding children and promoting their welfare. The child's welfare is to be the paramount consideration in all decision-making.

The Government's guidance on safeguarding children in England is called Working Together to Safeguard Children 2026 (often shortened to Working Together). Working Together acknowledges the need for all providers of children's services, including those in the voluntary sector, to work in collaboration and to agreed local standards.

Keeping Children Safe in Education 2026 sets out what schools and colleges in England must do to safeguard and promote the welfare of children and young people under the age of 18

The Wales Safeguarding Procedures & Practice Guides provide the common standards to guide and inform child protection practice in each of the Local and Regional Safeguarding Children Boards across Wales.

Keeping Learners Safe 2022 is the Welsh Assembly statutory guidance setting out the infrastructure and arrangements that need to be in place to ensure that people in the education service have the skills, means and training necessary to ensure children and young people are protected from harm.

Section 157 and 175 of the Education Act 2002, and the Education and Inspections Act 2006, places upon School Governors the duty to ensure that schools safeguard and promote the welfare of children.

We recommend that Place2Be staff and volunteers are also aware of their Local Safeguarding Children Partnership/Safeguarding Boards policies and procedures.

2.2 Scotland

The legal duty to investigate and report in relation to child care and child protection issues is derived from two sources: the Police (Scotland) Act 1967 which provides the mandate for police officers; and the Children (Scotland) Act 1995, section 53 of which provides the mandate for local authorities and section 56 for Reporters to the Children's Hearing.

The Social Work (Scotland) Act 1968 provides the primary mandate for social work intervention in Scotland and section 12 of this legislation requires local authorities to provide services to promote the welfare of children in need.

The National Guidance for Child Protection in Scotland 2021 (updated 2023) provides the context for child protection work in Scotland, outlines the roles and responsibilities of services and organisations, provides a framework for identifying and responding to concerns about children and provides additional information on child protection in specific circumstances. The guidance clearly states how Child Protection is the responsibility of all who work with children and families, regardless of whether that work brings them in to direct contact with children.

Getting it right for every child (GIRFEC) (Scottish Government 2012) stipulates a consistent approach in Scotland for people to work with all children and young people and promotes action to improve well-being in eight areas, taking in to account the UN Convention on the Rights of the Child. These well-being indicators state that children and young people must be: healthy, achieving, nurtured, active, respected, responsible, included and, above all in the context of this policy, safe. The primary indicator for child protection is to keep a child safe and, in doing so, attention is giving to other areas of well-being as appropriate.

We recommend that Place2Be staff and volunteers are also aware of their Child Protection Committee policies and procedures.

2.3 Mental Capacity and Decision Making

UK Law assumes that all people over the age of 16 have the ability to make their own decisions, unless it has been proved that they can't. It also gives people the right to make any decision that they need to make and gives them the right to make our their decisions even if others consider them to be unwise. People make so many decisions that it is easy to take this ability for granted. The Law says that to make a decision we need to:

2.3.1 Understand information
2.3.2 Remember it for long enough
2.3.3 Think about the information
2.3.4 Communicate our decision

All children known to Place2Be under the age of 18 will be safeguarded in line with child protection policy and procedure.

Please refer to our Adult Safeguarding Policy for further guidance on Mental Capacity & Decision Making

3 Recognition and reporting

It is essential that those who work with children and families should be alert to the signs of child abuse, this includes cases where children may disclose non-recent / historical abuse.

Some children may face additional vulnerability, barriers to identification, support or protection because of their identity, experiences, or circumstances e.g. care experience children, children from minoritised communities, children who are disabled, young carers and children who have previously been abused or subject to child protection interventions. Staff should recognise the impact that discrimination, racism, bias and inequality can have on a child's lived experiences and access to support and actively work towards anti-oppressive practice.

Abuse and neglect are forms of adverse childhood experiences (ACEs). ACEs are "highly stressful, and potentially traumatic, events or situations that occur during childhood and/or adolescence. They can be a single event, or prolonged threats to, and breaches of, the young person's safety, security, trust or bodily integrity" (Young Minds, 2018). Examples of such experiences include any form of abuse or neglect (as outlined above), living with someone who abuses drugs or alcohol, living with someone who has gone to prison, living with someone with serious mental illness or losing a parent through divorce, death or abandonment. Experience of ACEs can impact on children (and adult's) mental and physical health.

Children may experience more than one form of abuse, neglect, exploitation or harm at the same time. These experiences often overlap and can compound the impact on a child's wellbeing, safety and development. Assessments and safeguarding responses should consider the cumulative impact of all identified risks and protective factors.

There are four main categories of abuse (definitions adapted from Working Together to Safeguard Children 2026):

Physical Abuse - A form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

Neglect - The persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy e.g. as a result of substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- provide adequate food, clothing and shelter (including exclusion from home or abandonment).
- protect a child from physical and emotional harm or danger.
- ensure adequate supervision (including the use of inadequate care-givers).
- ensure access to appropriate medical care or treatment
- It may also include neglect of, or unresponsiveness to, a child's basic emotional needs

Emotional Abuse - The persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve:

- conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person.
- not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate.
- age or developmentally inappropriate expectations being imposed on children.
- interactions that are beyond a child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction.
- seeing or hearing the ill-treatment of another, such as domestic abuse or serious bullying.
- serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children.

Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

Child Sexual Abuse - Involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve:

- physical contact, including assault by penetration (for example, rape or oral sex) or non- penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing.
- non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse.

Sexual abuse can take place in family settings, in institutional settings, online, and technology can be used to

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facilitate offline abuse. Child sexual abuse material available online may have been generated in a family environment. Online abuse can also take the form of cybergrooming or self-generated sexual content under coercion. Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children. A child of any age or gender can be a victim of sexual abuse.

Child Sexual Exploitation (CSE) is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology.

Other safeguarding concerns:

Domestic Abuse - As highlighted above, Domestic Abuse is generally treated as falling under the category of emotional abuse. The cross- government definition (2014) of domestic violence and abuse is as follows:

*Any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence or abuse between those aged 16 or over who are, or have been, intimate partners or family members regardless of gender or sexuality. The abuse can encompass, but is not limited to psychological, physical, sexual, financial and emotional.*Place2Be considers that domestic abuse is a child protection issue and that if children witness or hear domestic abuse, this must be treated as a child protection matter, even if they are not directly involved in the incidents. The Adoption and Children Act 2002 states that impairment can be caused by seeing or hearing the ill treatment of another.

The Domestic Abuse Act 2021 brought about some key changes to the way domestic abuse is responded to, those changes include:

- A legal definition of domestic abuse which recognises children as victims in their own right;
- A Domestic Abuse Commissioner to stand up for survivors and life-saving domestic abuse services;
- A legal duty on councils to fund support for survivors in 'safe accommodation'
- New protections in the family and civil courts for survivors – including a ban on abusers from cross-examining their victims, and a guarantee that survivors can access special measures (including separate waiting rooms, entrances and exits and screens);
- New criminal offences – including post-separation coercive control, non-fatal strangulation, threats to disclose private sexual images;

Child Criminal Exploitation (CCE) - where an individual or group takes advantage of an imbalance of power to coerce, control, manipulate or deceive a child or young person under the age of 18 into any criminal activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial or other advantage of the perpetrator or facilitator and/or (c) through violence or the threat of violence. The victim may have been criminally exploited even if the activity appears consensual. Child criminal exploitation does not always involve physical contact; it can also occur through the use of technology.

An example of CCE is **County Lines** - a term used to describe gangs and organised criminal networks involved in exporting illegal drugs into one or more areas within the UK, using dedicated mobile phone lines or other form of 'deal line'. They are likely to exploit children and vulnerable adults to move and store the drugs and money, and they will often use coercion, intimidation, violence (including sexual violence) and weapons.

This activity can happen locally as well as across the UK; no specified distance of travel is required. For further information see 'Criminal exploitation of children and vulnerable adults: county lines' guidance.

Harm outside the home/extra-familial harm (previously referred to as contextual safeguarding) - Some children experience abuse and exploitation outside the home. This includes children who are looked after and live in residential or foster care. This type of harm is often referred to as "extra-familial harm". Harm can occur in a range of contexts, including school and other educational settings, peer groups, or within community/public spaces, and/or online. Children may experience this type of harm from other children and/or from adults and harm may be perpetrated by individuals or groups. Forms of extrafamilial harm include child criminal exploitation (such as county lines and financial exploitation), serious violence, modern slavery and human trafficking, online harm, sexual exploitation (including group-based child sexual exploitation, teenage relationship abuse, and the influences of extremism which could lead to radicalisation. Children of all ages can experience extra-familial harm.

Extremism and Prevent Duty - Any concerns about radicalisation and extremist views or behaviours in children and young people must be reported as a safeguarding concern. Place2Be works in line with Prevent Duty 2015 guidance and will consult with local Prevent Coordinators where necessary. Extremism is defined in the Prevent strategy as the vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs. We also include in our definition of extremism calls for the death of members of our armed forces" Working Together 2026).

Honour based abuse - So-called 'honour'-based abuse (HBA) encompasses incidents or crimes which have been committed to protect or defend the honour of the family and/or the community, including female genital mutilation (FGM), forced marriage, and practices such as breast ironing. Abuse committed in the context of preserving 'honour' often involves a wider network of family or community pressure and can include multiple perpetrators. It is important to be aware of this dynamic and additional risk factors when deciding what form of safeguarding action to take. All forms of HBA are abuse (regardless of the motivation) and should be handled and escalated as such.

Female Genital Mutilation (FGM) - Concerns that a child has been, or may be about to be, subjected to FGM, fall under this policy and must also be reported as a safeguarding concern. FGM is a collective term for a range of procedures which involve partial or total removal of the external female genitalia, or other injury to the female genitals for non-medical reasons. It is sometimes referred to as female circumcision, or female genital cutting. The practice is medically unnecessary, is extremely painful and has serious health consequences, both at the time when the mutilation is carried out, and in later life.

Forced Marriage - A forced marriage is where one or both people do not, or cannot, consent to the marriage and pressure or abuse is used to force them into the marriage. In England and Wales it is also when anything is done to make someone marry before they turn 18, even if there is no pressure or abuse (Marriage and

Civil Partnership (Minimum Age) Act 2022). The pressure put on people to marry against their will may include; threats or physical/sexual violence and/or emotional or psychological abuse for example making someone feel they are bringing shame on their family. Forced disproportionately affects females but people of all genders can be victims. In the England and Wales in 2024, 74% of cases that came to the awareness of the Forced marriage Unit involved female victims, 35% involved children aged 17 and under, and 34% those aged 18-25.

Grooming - Grooming is when someone builds a relationship, trust and emotional connection with a child or young person so they can manipulate, exploit and abuse them. Children and young people who are groomed can be sexually abused, exploited or trafficked. Anybody can be a groomer, no matter their age, gender or race. Grooming can take place over a short or long period of time – from weeks to years. Groomers may also build a relationship with the young person's family or friends to make them seem trustworthy or authoritative.

Online Safety - The breadth of issues classified within online safety is considerable, but can be categorised into four areas of risk:

- Content: being exposed to illegal, inappropriate, misleading or harmful content. This may include pornography, fake news, misinformation, disinformation, conspiracy theories, racism, misogyny, self-harm, suicide content, anti-Semitism, radicalisation, extremism and other harmful ideologies.

- Contact: being subjected to harmful online interaction with other users. This may include peer-on-peer abuse, online bullying, grooming, coercive or controlling behaviour, commercial advertising, and adults or individuals posing as children or young people in order to groom, exploit or abuse children for sexual, criminal, financial or other purposes
- Conduct: personal online behaviour that increases the likelihood of, or causes, harm. This may include making, sending, receiving or sharing explicit images; consensual and non-consensual sharing of nude and semi-nude images and videos; online bullying; abuse of others online; livestreaming risks; and the oversharing of personal information.
- Commerce - risks relating to financial exploitation or loss. This may include online gambling, betting, phishing, scams, fraudulent activity, exploitative in-game purchases, loot boxes, financial coercion and other forms of online financial harm. If schools believe pupils or staff may be at risk from phishing attacks, they can report incidents to the Anti-Phishing Working Group (APWG) at https://apwg.org

Child-on-child Abuse - child-on-child abuse is most likely to include, but may not be limited to:

- Bullying (including cyberbullying, prejudice-based and discriminatory bullying).
- Abuse in intimate personal relationships between children, including coercive and controlling behaviour
- Physical abuse such as hitting, kicking, shaking, biting, hair pulling, or otherwise causing physical harm (this may include an online element which facilitates, threatens and/or encourages physical abuse).
- Sexual violence, such as rape, assault by penetration and sexual assault; (this may include an online element which facilitates, threatens and/or encourages sexual violence).
- Sexual harassment, such as sexual comments, remarks, jokes and online sexual harassment, which may be standalone or part of a broader pattern of abuse
- Consensual and non-consensual sharing of nudes and semi nudes images and/or videos (also known as sexting or youth produced sexual imagery) including the creation of or sharing of such content under pressure, coercion or exploitation
- Upskirting, which typically involves taking a picture under a person's clothing without their permission, with the intention of viewing their genitals or buttocks to obtain sexual gratification, or cause the victim humiliation, distress or alarm.
- Initiation/hazing type violence and rituals (this could include activities involving harassment, abuse or humiliation used as a way of initiating a person into a group and may also include an online element).

Self-harm - Self-harm is a broad term that can be used to describe a variety of behaviours that lead to physical harm. These include self-cutting or scratching the skin, burning/branding with cigarettes/lighters, scalding, overdose of tablets or other toxins, tying ligatures around the neck, punching oneself or other surfaces, banging limbs/head and hair pulling (Mental Health Foundation, 2006). It may also include risk taking behaviours where the child / young person is careless for their own safety and there is a risk of physical harm. It also includes neglect of physical health for example young people with insulin dependent diabetes who intentionally miss insulin doses. Self-harm usually occurs in response to emotional distress. Please see the

Place2Be Risk Assessment and Safety plans and accompanying guidance.

Suicide / Suicide Ideation - The term 'suicide' means an act that is intended to end one's life. Suicidal ideations, often called suicidal thoughts or ideas, is a broad term used to describe a range of contemplations, wishes, and preoccupations with death and suicide (PubMed, 2021). These issues can be caused by many factors, including depression and mental illness, stress, financial problems, relationship breakdown, bereavement and abuse. Please see the Place2Be Risk Assessment and Safety plans and accompanying guidance.

Young Carers – A young carer is defined as a young person under the age of 18 who helps to look after another person, typically within the family, with a disability, illness, mental health condition, or drug or alcohol problem. This may involve young people doing extra jobs around the house, such as cooking, cleaning or helping someone get dressed and move around or by providing emotional support. It may also involve a young person providing a lot of physical help to a parent, brother or sister who is disabled or ill. Without appropriate support, young carers are a risk of having lower self-esteem and heightened anxiety, feeling isolated, being bullied, and being stressed by the responsibility.

Please refer to Place2Be's Child Protection Procedures for guidance on reporting and record keeping.

For safeguarding advice / guidance and reporting, staff and Counsellors on Placement should contact their line-managers in the first instance. In cases when they are not available, they should contact the Place2Be Safeguarding team.

Whistleblowing – If you are concerned of a wrongdoing or that appropriate action has not been taken to deal with a safeguarding concern, then this is when whistleblowing should take place. This is sometimes referred to as 'making a disclosure' or 'blowing the whistle'. The wrongdoing will typically (although not necessarily) be something you have witnessed at work. Please see Place2Be's Whistleblowing Policy for further information.

4 Best Practice in Handling Safeguarding Disclosure

When responding to safeguarding disclosures made by children, young people, or adults, Place2Be staff and Counsellors on Placement should ensure they adhere to the following do's and don'ts.

Do:

- Stay calm
- Let the individual know that you will need to share what they have told you and refer back to the contract
- Stay with what the individual is saying or doing and only intervene if the individual is putting themselves, or others, at risk.
- Report the incident immediately ensuring you follow Place2Be's Child Protection Procedures.

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Do not:

- Promise confidentiality Ask any leading questions, however, it is appropriate to ask open/clarifying questions or ask the child if there is anything else they would like to share
- Accept any retraction or backtracking from an individual. If it has been said, it needs to be reported

5 Working Virtually

Safeguarding of those who avail of our services is a fundamental role we all play. This is true when we are working face to face, remotely or virtually. Our policies and procedures remain the same irrespective of how we are delivering our services.

Please speak with your manager should you require any further guidance around safeguarding when working virtually or remotely.

2 Confidentiality

In establishing an initial contract with the child and the parent, the limits of confidentiality must be explained, i.e. that Place2Be staff and Counsellors on Placement will need to inform the designated Child Protection Officer / Designated Safeguarding Lead in the school if there are concerns about the child's safety. This is an important part of the contract with the child at the outset of the work. This is in line with national guidance: 'Working Together 2026' and 'Keeping Children Safe in Education 2026'. Updated statutory guidance regarding the sharing of safeguarding information came into force on 30th September 2026. Information Sharing Duty – outlines the requirement for safeguarding organisations and practitioners to share relevant information proactively to promote children's welfare and prevent harm; moving from good practice, to a legal obligation. This includes where concerns relate to early help, prevention and unmet need, it does not need to reach a threshold of significant harm.

It is for the individual to choose what is and is not spoken about during their counselling sessions or assessments. The duty to safeguard children and share information about child protection concerns takes priority over all other considerations, including the confidential nature of the counselling relationship. Place2Be fully participates in multi-agency working, in line with government guidance, in order to share information and safeguard children. Please see the Place2Be Confidentiality and Information Sharing Policy.

"The Data Protection Act 2018 and GDPR do not prohibit the collection or sharing of personal information, but rather provide a framework to ensure that personal information is shared appropriately. In particular, the Data Protection Act 2018 balances the rights of the information subject (the individual whom the information is about) and the possible need to share information about them" (Working Together, 2026). The expectation that practitioners share relevant information where it may assist safeguarding or promoting a child's welfare is now further strengthened by the information sharing duty.

3 Safer Recruitment Practices

The safeguarding and child protection policy must also safeguard children from harm from those placed in positions of trust or care. At Place2Be the following steps are taken:

a) No direct work with children can begin without receipt of two satisfactory references.
b) An enhanced DBS/PVG (Scotland) check is carried out for all Place2Be staff who work directly with children and young people and will be updated on a three yearly basis or on a 'live' basis for those registered with the DBS/PVG update service. Overseas checks will also be undertaken for any person who has lived abroad in the last 7 years, which will include police checks / letters of good conduct.
c) Safeguarding Induction Training is delivered to all staff and Counsellors on Placement who work directly with children as well as trainers and tutors, before they begin in their role. Staff who do not work directly with children must complete safeguarding training within their first 6 months of employment.
d) It is a requirement of Place2Be that viewing panels are in place in doors of Place2Be rooms, so that the Place2Be school-based staff or other staff members can see through the viewing panels.
e) Place2Be provides supervision for Counsellors on Placement on the day their clinical work takes place.
f) Place2Be provides supervision for clinical staff; either weekly or fortnightly dependant on their role. Please see the Place2Be Supervision Policy.
g) Place2Be and the school management team maintain an overview of Place2Be involvement with children.
h) The relationship between the member of the Place2Be team and a child who receives the service must be restricted to the professional forum, where services are delivered in accordance with BACP ethical standards;
i) If any member of Place2Be's staff in the school has concerns regarding the conduct of another member of Place2Be staff or Counsellor on Placement, they have a duty to report this concern in confidence to their own line manager or directly to the Head of Safeguarding, if more appropriate. They will then report to the Director of People & Culture, the Head of Safeguarding, and the Head of Legal and Compliance immediately. In these circumstances, it may also be necessary to follow the Critical Incident Management Policy.
j) If a member of the Place2Be team in the school has concerns regarding the conduct of any member of the school staff, they have a duty to follow this procedure and report to the school's Head Teacher, and their Area Manager.

Please also see Place2Be's Disclosure and Barring (DBS) and Protecting Vulnerable Groups (PVG) Policy for further information

4 Managing Allegations against Staff or Volunteers

As a charity working with vulnerable children, Place2Be has a duty to ensure that where an allegation against a member of staff or Counsellor on Placement has been alleged, steps are taken to investigate the allegation

and prevent other children being harmed.

Place2Be equally has a wider duty to ensure that the necessary authorities are informed of concerns about situations where a member of staff or Counsellor on Placement has harmed a child, placed a child at risk of harm, or is unsuitable to work with children.

Place2Be therefore takes responsibility for making the required referrals, to external regulatory bodies such as but not limited to the Disclosure and Barring Service (DBS) and PVG (Scotland) and/or the British Association for Counselling and Psychotherapy (BACP).

For England and Wales, we will contact the LADO (Local Authority Designated Officer) immediately to establish whether the LADO, Place2Be or the school will carry out the investigation. If it is decided that Place2Be will carry out an investigation, we will liaise closely with the LADO. For Scotland, we will contact the local Social Work department, or the police, and take direction from them on how best to proceed.

Low-Level Concerns

Place2Be recognises that creating a culture where concerns can be shared early helps prevent harm to children.

Examples include:

- Over-familiarity.
- Boundary concerns.
- Favouritism.
- Inappropriate communications.
- Behaviour inconsistent with the Staff Code of Conduct.

Please see our Allegations Against Staff and Volunteers Policy and Procedure for further information including reporting arrangements for any concerns. This policy also includes guidance on PIPOT (People in Positions of Trust) and managing allegations against staff in respect of adults

We are committed to regularly reviewing our policy.

This policy is reviewed by Place2Be's Head of Safeguarding on an annual basis or sooner if there is a change in legislation or there is applicable learning from a critical incident.