

Safeguarding Policy Statement

This policy document is based on the NSPCC model policy

The purpose and scope of this policy statement

The purpose of this policy statement is:

- To protect children and young people who receive Exciting Education's services from harm. This includes the children of adults who use our services
- To provide staff and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to child protection.

This policy applies to anyone working on behalf of Exciting education, including senior managers, paid staff, volunteers, sessional workers, agency staff and students.

Legal framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. A summary of the key legislation is available from [nspcc.org.uk/learning](https://www.nspcc.org.uk/learning).

We believe that:

- Children and young people should never experience abuse of any kind
- We have a responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them.

We recognise that:

- The welfare of children is paramount in all the work we do and in all the decisions we take all children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse
- Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues

- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

We will seek to keep children and young people safe by:

- Valuing, listening to and respecting them
- Appointing a nominated child protection lead for children and young people
- Adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for staff and volunteers
- Developing and implementing an effective online safety policy and related procedures
- Providing effective management for staff and volunteers through supervision, support, training and quality assurance measures so that all staff and volunteers know about and follow our policies, procedures and behaviour codes confidently and competently
- Recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made
- Recording, storing and using information professionally and securely, in line with data protection legislation and guidance [more information about this is available from the Information Commissioner's Office: [ico.org.uk/for- organisations](https://ico.org.uk/for-organisations)]
- Sharing information about safeguarding and good practice with children and their families via group work and one-to-one discussions
- Making sure that children, young people and their families know where to go for help if they have a concern
- Using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
- Using our procedures to manage any allegations against staff and volunteers appropriately
- Creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- Ensuring that we have effective complaints and whistleblowing measures in place
- Ensuring that we provide a safe physical environment for our children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- Building a safeguarding culture where staff and volunteers, children, young people and their families, treat each other with respect and are comfortable about sharing concerns.

Digital safeguarding policy in detail

Who is this for?

This policy is for all Exciting Education directors, staff, volunteers and sub contracted coaches, referred to from this point as 'the team'.

What does this policy cover?

This policy specifically covers all Exciting Education online and digital activities, plus all digital activities undertaken on behalf of the organisation at a local level, on proprietary platforms and third-party social media and devices.

This includes but is not limited to email; social media channels (such as Facebook, Twitter, YouTube, Instagram, WhatsApp, TikTok, LinkedIn); all blogging platforms; volunteer platforms; and other digital platforms such as Google Hangouts and Zoom; all ICT devices (including phones) and internet connectivity that is provided by the charity.

This policy explains our approach to staff and wider team members. We are constrained by the terms of service of third-party social media providers in our approach. We promote safe use, but we also recognise that some issues will only be able to be handled by the service provider and the user themselves.

Digital safeguarding principles

In order to uphold these principles our team must:

- Ensure that social media accounts are set up appropriately;
- Make it clear on personal social media accounts using disclaimers that their views, thought and opinions are personal and not reflective of the organisation's policies, procedure or guidance;
- Make sure that technical solutions are in place to reduce access to inappropriate content on devices owned or used by the organisation. These could be filtering or monitoring software for example parental controls;
- Ensure the correct permissions are in place before taking and using photographs on mobile devices;
- Delete pictures after the event and in accordance with our privacy policy;

- Make sure that they have parental permissions before contacting any child/young member under 14 years of age, even if they have contacted you first;
- Make every effort to ensure that our team understand why and how they must use social media responsibly and safely using the appropriate privacy settings;
- We recognise that digital safeguarding is an important part of all our work, and we are committed to always delivering best practice;

We will:

- Ensure our projects, activities, programmes and campaigns support all of our team to stay safe online;
- Use best practice digital safeguarding for technical solutions, processes and procedures;
- Take best practice action when a digital safeguarding incident occurs;
- Support and train all of our team in digital safeguarding.
- Have appropriate links with key organisations to raise awareness and refer and report incidents;
- Risk-assess all projects, initiatives, programmes, activities, services and campaigns to make sure appropriate digital safeguards are in place.

Who is responsible for digital safeguarding?

Our Designated Safeguarding Officer (DSO) will be responsible for digital safeguarding. When an incident happens or a team member raises an issue at an online meeting, we will deal with it the same way as other safeguarding incidents.

Exciting Education is committed to the protection of all of our team and will only share information with other agencies where there are significant concerns, or a potential crime has been committed.

What do we mean by digital safeguarding?

Digital safeguarding means: 'the protection from harm in the online environment through the implementation of effective technical solutions, advice and support and procedures for managing incidents'. Exciting Education is committed to the safeguarding and protection of all of our wider team and users of our digital services and social media channels, and we apply the same safeguarding principles to activities whether they are offline or online.

This means protecting our team from online harms such as:

- Online bullying and harassment;
- Sexual exploitation and grooming online;
- Discrimination and abuse on the grounds of any protected characteristic;
- Sharing of illegal and inappropriate imagery;
- Cyberstalking;
- Impersonation and hacking;
- Disinformation and misinformation;
- The oversharing of personal information.

We are committed to reviewing our policy and good practice annually

Designated Safeguarding Officer (DSO) and nominated child protection lead

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NSPCC Helpline

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