



Little Creatives Safeguarding and Child Protection Policy

Policy Statement

Little Creatives is committed to practice which protects all children, young people and vulnerable adults from harm, regardless of age, gender, ethnicity, disability, sexual orientation or religion. Little Creatives, and any staff or volunteers which work with or alongside Little Creatives, accept and recognise that:

- **Safeguarding and promoting the welfare of children is the responsibility of ALL.**
- **The welfare of the child is paramount and underpins all discussions, decision making and actions taken by Little Creatives**
- **Little Creatives is committed to providing a safe environment in their work both within and outside of schools**

This policy has been informed and is underpinned by legislation, government guidance and standards, designed to ensure that children are protected from harm including: The Children Act 1989 and 2004, Human Rights Act 1998 and The United Nations Convention on the Rights of the Child (ratified by the UK Government in 1991) Safeguarding Vulnerable Groups Act (2006), Equalities Act (2010), and the Protection of Freedoms Act (2012), Working Together to Safeguard Children 2018 (Updated July 2022), Keeping Children Safe in Education (1st September 2023) and the Children and Families Act 2014.

Little Creatives, working through theatre and the creative arts in the United Kingdom, believes that:

- The welfare of the child, young person and vulnerable adult is paramount
- All children, young people and vulnerable adults, whatever their age, gender, ethnicity, disability, sexual orientation or religion have the right to protection from abuse

- All suspicions and allegations of abuse should be taken seriously and responded to in a timely and appropriate manner.
- All staff and volunteers should be clear on how to respond appropriately

Little Creatives endeavours to safeguard children and vulnerable adults by:

- Adhering to the NSPCC Safer Recruitment process
- Ensuring all adults; staff and volunteers, have been checked as to their suitability, including an Enhanced Disclosure with the Disclosure and Barring Service
- All facilitator applicants will be interviewed before an appointment is made and will be asked to provide two references. Where possible references will be checked by a follow-up telephone call before any offer of work is confirmed.
- Working with facilitators who have experience, skills and qualifications to lead the creative activities with children, young people or vulnerable adults (as appropriate).
- Providing effective support for staff and volunteers through supervision and training.
- Sharing information about concerns with relevant professional agencies.

All Little Creatives' facilitators working with children are advised to maintain an attitude of '***it could happen here***' where safeguarding is concerned. When concerned about the welfare of a child, staff should always act in the best interests of the child.

Definitions

Children are all young people under the age of 18 and vulnerable young people over this age. Vulnerable young people are those who have difficulty in protecting themselves from harm, due to physical, communication, perceptual or emotional difficulties, for example those with disabilities or learning difficulties or who are seriously or chronically ill.

Vulnerable adults are people who are, or may be, in need of community care services because of mental or other disability, age, or illness, and who are, or who may be, unable to take care of themselves; or unable to protect themselves against significant harm or exploitation. (Arts Council England definition) October 2005.

Staff includes all people working with Little Creatives on any basis: freelance or voluntary.

Types of Abuse and Behaviour

Abuse and neglect are forms of maltreatment. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Abuse may be carried out by adults and other children. Children can be at risk of abuse, harm and exploitation beyond the family

home. Extra familial harms include sexual exploitation, criminal exploitation, serious youth violence and abuse that occurs on digital and online platforms.

Types of abuse include Emotional Abuse, Neglect, Physical Abuse, Sexual Abuse, Child-on-Child Abuse, Online Harm, Child Sexual Exploitation (CSE) and Child Criminal Exploitation (CCE), Female Genital Mutilation (FGM), Radicalisation.

Behaviour and changes in behaviour can be one of the earliest indicators of abuse, it is imperative that facilitators feel confident and free to discuss with a Designated Safeguarding Lead (DSL) at a school or with Little Creatives any concerns they may have. (Little Creatives' Behaviour Policy)

When a child discloses that they have been or are being abused, sometimes the child may not understand that what is happening is abusive. All staff should reassure children that what they are sharing is being taken seriously, a child should never be given the impression that they are creating a problem by reporting abuse.

All concerns from behaviour to disclosure should be reported to the Director verbally and through the Little Creatives Safeguarding Forms which are available online and in paper copy in FUNdango Folders on the day of the concern.

Guidance on responding to a child disclosing abuse

- **Stay calm**
- **Listen carefully** to what is said
- **Do not promise to keep secrets** – find an appropriate early opportunity to explain that it is likely that the information will need to be shared with others (our role is to help keep young people safe).
- **Allow the child to continue at her/his own pace**
- **Only ask questions for clarification purposes** – at all times avoid asking questions that suggest a particular answer (no leading questions e.g. When did that happen? Was anyone else there? Avoid 'Do you think...')
- **Reassure** the child that they have done the right thing in telling you
- **Tell them what you will do next** and with whom the information will be shared
- **Record in writing what was said** using the child's own words as soon as possible – note date, time, any names mentioned and to whom the information was given and ensure that the record is signed and dated.

Little Creatives in Schools

It is the responsibility and duty of every Little Creatives Facilitator to follow the School's Child Protection and Safeguarding Policy as well as that of Little Creatives.

When working in a school it is the Little Creatives facilitator's responsibility to:

- Ensure they know the school's Designated Safeguarding Lead (DSL) and Deputy
- Read the information provided by the school on their Safeguarding policy and procedures on arrival
- If there is any doubt to the process in the school to talk to the DSL prior to starting facilitating regarding the school's reporting system for safeguarding concerns and where necessary (if it is an electronic system with a required login) find and agree an alternative method of reporting (for example a paper form)
- Report any concerns on the day before leaving the school
- If concerned about a member of staff at the school a facilitator should follow the school's Whistle Blowing Policy. If they are concerned by the response from the school they should contact NSPCC Whistle Blowing 0800 028 0285 – line is available from 8:00 AM to 8:00 PM, Monday to Friday and email: help@nspcc.org.uk

Little Creatives Out of Schools

It is the responsibility and duty of every Little Creatives Facilitator to follow the Little Creatives' Safeguarding policy

When working out of school it is the Little Creatives facilitator's responsibility to:

- Ensure they are creating a safe environment for Creative Work by following the Little Creatives Behaviour Policy, Ethos, Risk Assessment and Safeguarding policy
- Follow the Little Creatives' reporting procedure for any concerns.
- Following any reported concern, if the young person's school is one linked with Little Creatives', the school's policy and reporting procedure will then be followed.
- Where the school is not known to Little Creatives' the Child Protection agency within Social Services for the area will be contacted where threshold is met.
- Where a facilitator is concerned for a child's immediate safety they will contact the police and then inform the Little Creatives Director.

- If concerned about another member of Little Creatives' staff a facilitator should contact the Little Creatives Director. If they are concerned by the response they should contact NSPCC Whistle Blowing 0800 028 0285 – line is available from 8:00 AM to 8:00 PM, Monday to Friday and email: help@nspcc.org.uk
- If concerned about the Little Creatives Director they should contact NSPCC Whistle Blowing 0800 028 0285 – line is available from 8:00 AM to 8:00 PM, Monday to Friday and email: help@nspcc.org.uk

DPA and UK GDPR do not prevent the sharing of information for the purposes of keeping children safe and promoting their welfare. Fears about sharing information must not be allowed to stand in the way of the need to safeguard and promote the welfare of children.

NSPCC Child Protection Helpline

Tel: 0808 800 5000

The Child Protection Helpline is for adults but can pass children on to Childline. Childline is for children.

E-mail: help@nspcc.org.uk

[Report child abuse to a local council - GOV.UK \(www.gov.uk\)](https://www.gov.uk/report-child-abuse-to-a-local-council)

Policy and Review

This policy will be reviewed periodically; revising and enhancing it as necessary and will seek to use best practice wherever it is to be found.

Policy dated February 2024