

Safeguarding & the Prevent Duty A Quick Guide for Staff

All those who come into contact with children, young people and vulnerable adults in their everyday work have a duty to safeguard and promote the welfare of these individuals. They should:

- be familiar with, and follow their organisation's policy and procedures for Safeguarding & Prevent
- know who to contact to express concerns about a child's, young person's, or adult's welfare, including Safeguarding & Prevent concerns
- attend regular training that raises awareness of Safeguarding and Prevent issues and equips them with the skills and knowledge needed.

If you become aware of concerns that a child, young person, or vulnerable adult is at risk of harm or is being abused, or if you have any other safeguarding concerns, you must report it immediately to your departments Designated Safeguarding Lead/Officer (DSL/O), ensure you tell the DSL/O the name and date of birth of the young person along with details of your concerns.

Designated Safeguarding Leads

Learning Outdoors Team

Debbie Barry - Learning Outdoors Manager debbie.barry@hants.gov.uk / 07701 259099

Tim Anetts - Senior Instructor – Expeditions tim.anetts2@hants.gov.uk / 07701 259137

Dave King - Tile Barn Centre Manager – david.king@hants.gov.uk / 07725 595964

If you are unable to contact your departments DSL, please contact another DSL (above in order of priority), if no DSL is available and you need to seek immediate advice, please contact the Hampshire County Council, Multi Agency Safeguarding Hub (MASH) through the Children's Professionals Line 01329 225379 (out of office hours call 0300 555 1373) or by email to csprofessional@hants.gov.uk.

Professionals should contact [Multi Agency Safeguarding Hub \(MASH\) | Children and Families | Hampshire County Council](#). This helpline brings together professionals from a range of agencies into an integrated multi agency team providing triage and multi-agency assessment of safeguarding concerns. To refer a concern, you should complete the Inter Agency Referral form.
<https://www.hants.gov.uk/socialcareandhealth/childrenandfamilies/contacts>

Ensure you always inform the DSL/O in writing of any disclosure made direct to MASH.

If you believe a crime has been committed contact Hampshire Police 101 or, **if the individual is in immediate danger call 999.**

The Prevent Duty - *refer using the above contact details.

All staff have a duty to comply with the Prevent Duty and this includes the responsibility to:

- understand the potential indicators that someone may be drawn into terrorism
- recognise potential signs of individual vulnerability to radicalisation
- exemplify and promote British values
- encourage all learners and staff to respect other people with particular regard to the protected characteristics under the 2010 Equality Act
- know how to report a concern or suspicion.

Remember: RECOGNISE – RESPOND - REPORT – RECORD – REFER

GUIDANCE ON HANDLING A DISCLOSURE FROM A CHILD

Receive:

Listen to what is being said without displaying shock or disbelief. A common reaction to news as unpleasant and shocking as child abuse is denial. However, if you display denial to a child, or show shock or disgust at what they are saying, the child may be afraid to continue and will shut down.

Accept what is being said without judgement.

Take it seriously.

Reassure:

Reassure the child, but only so far as is honest and reliable. Don't make promises that you can't be sure to keep, e.g. "everything will be all right now". Reassure the child that they did nothing wrong and that you take what is said seriously.

Don't promise confidentiality – never agree to keep secrets. You have a duty to report your concerns.

Tell the child that you will need to tell some people, but only those whose job it is to protect children.

Acknowledge how difficult it must have been to talk. It takes a lot for a child to come forward about abuse.

React:

Listen quietly, carefully and patiently. Do not assume anything – don't speculate or jump to conclusions.

Do not investigate, interrogate or decide if the child is telling the truth. Remember that an allegation of child abuse may lead to a criminal investigation, so don't do anything that may jeopardise a police investigation. Let the child explain to you in his or her own words what happened, but don't ask leading questions.

Do ask open questions like "Is there anything else that you want to tell me?"

Communicate with the child in a way that is appropriate to their age, understanding and preference. This is especially important for children with disabilities and for children whose preferred language is not English.

Do not ask the child to repeat what they have told you to another member of staff. Explain what you have to do next and whom you have to talk to.

Refer directly to the named child protection officer or designated person in your organisation (as set out in the organisation's child protection policy).

Do not discuss the case with anyone outside the child protection team.

Record:

Make some very brief notes at the time and write them up in detail as soon as possible.

Do not destroy your original notes in case they are required by Court.

Record the date, time, place, words used by the child and how the child appeared to you – be specific. Record the actual words used; including any swear words or slang.

Record statements and observable things, not your interpretations or assumptions – keep it factual.