



Safeguarding & Child Protection Policy

Date: 1st September 2025
Review Date: 31st July 2026

1. Policy Statement

Love Play Active is committed to promoting the welfare and safeguarding the children and young people who participate in our services. We recognise that the safety, well-being and protection of children is everyone's responsibility. We will ensure that all reasonable steps are taken to:

- Protect children from abuse, neglect or harm.
- Provide safe and supportive environments.
- Operate safe recruitment and supervision practices for all coaches and staff.
- Respond promptly to any concerns or allegations and work with appropriate agencies.

2. Scope

This policy applies to all staff, coaches, volunteers or subcontractors working for or on behalf of Love Play Active in any location or context (schools, after-school clubs, holiday camps, community sessions). It covers all children and young people under 18, and those up to 25 with special educational needs or disabilities where relevant.

3. Key Personnel

Designated Safeguarding Lead (DSL):

Name: Henry Broadhurst
Email: henry@loveplayactive.co.uk
Phone: 07436 633 901

In the event that the DSL is unavailable, concerns must be reported to the first point of contact for children's social care in Shropshire:

Shropshire Council First Point of Contact (FPOC) – 0345 678 9021. [Shropshire Council+2shropshiresafeguardingcommunitypartnership.co.uk+2](https://www.shropshire.gov.uk/council+2shropshiresafeguardingcommunitypartnership.co.uk+2)

If a child is in immediate danger or you suspect serious harm, call **999** without delay.

4. Legal & Statutory Framework

This policy works within the statutory responsibilities of the safeguarding children frameworks, including but not limited to:

- Children Act 1989 and Children Act 2004 [Wikipedia+1](#)
- Working together guidance and multi-agency child protection procedures.
- Local Safeguarding Children Partnership (LSCP) procedures in Shropshire.

5. Responsibilities

5.1 Love Play Active (the organisation) will ensure:

- Coaches and staff are recruited safely (including enhanced DBS checks).
- All coaches have completed safeguarding training, Prevent training, and hold relevant certificates.
- A culture of vigilance and awareness of safeguarding issues is maintained.
 - Confidential records of concerns are kept securely.
- Allegations or concerns are reported, managed and monitored appropriately.
 - The policy is regularly reviewed and updated.

5.2 Coaches, Staff & Volunteers will ensure:

- They treat children with respect and dignity.
- They follow this policy and associated procedures.
- They complete required training and keep their certifications up to date.
- They report any concern (however small) about a child's welfare to the DSL or designated contact.
- They avoid situations where they are alone with a child in an unsupervised setting (appropriate to context).
- They maintain appropriate boundaries in all interactions with children.

5.3 Children & Young People will be encouraged to:

- Speak up if they are worried or uncomfortable about anything.
- Understand that they have the right to be safe, heard and respected.

6. Recognising Abuse & Indicators

Abuse may take various forms, including physical, emotional, sexual abuse, neglect, exploitation, radicalisation or bullying. Staff and coaches need to be alert to changes in a child's behaviour, appearance, or interaction with coaches, peers or activities. They should not wait for certainty before referring concerns.

7. Reporting Concerns

- If you suspect a child is being harmed, you must **act without delay**.
- **First step:** speak to the DSL (Henry Broadhurst) unless they are unavailable.
- If the DSL is unavailable, contact the Shropshire Council FPOC on 0345 678 9021.
- If the child is in immediate danger or you believe there is serious risk, call **999**.
- Following a verbal contact/referral, complete a written record (date, time, details of concern, action taken) as soon as possible.

- Do **not** investigate the matter yourself; pass it on to the appropriate agency.

8. Confidentiality & Information Sharing

- Information should be shared on a “need to know” basis only.
- Records must be stored securely and comply with GDPR and data protection requirements.
- Consent may need to be sought from a parent/carer unless doing so would increase risk to the child.
- We will work in partnership with parents, schools, local authorities and other agencies where appropriate to safeguard children.

9. Safe Working Practice

- Coaches should maintain professional boundaries and appropriate relationships with children.
- Use of mobile phones, photography, social media and electronic communication must comply with Love Play Active’s Acceptable Use and Social Media policies.
- Coaches must supervise participants at all times during sessions, including transitions to/from activities, breaks, and holidays camps.
- Any one-to-one situations should be avoided unless adequately supervised or in plain view of others.

10. Allegations Against Staff or Volunteers

- If an allegation is made against a member of staff, coach or volunteer, this must be reported to the DSL immediately.
 - The DSL will liaise with the Local Authority Designated Officer (LADO) via Shropshire Council on 0345 678 9021. shropshiresafeguardingcommunitypartnership.co.uk
- The person subject to the allegation must be removed from contact with children pending investigation, whilst maintaining fairness and confidentiality.

11. Training & Induction

- All staff and coaches will receive safeguarding induction upon joining Love Play Active.
- Annual refresher training, including Prevent awareness and child protection updates, must be completed.
 - Records of training and certification will be maintained centrally.

12. Record Keeping

- Use standardized forms to record concerns and incidents.
- Files should include the child’s name, date of birth, date/time of concern, description of concern, action taken, and by whom.
- Records will be held securely for the period required by law and organisational policy.

13. Monitoring & Review

- The policy will be reviewed annually and/or following any significant safeguarding incident or change to legislation, guidance or organisational structure.
- Feedback from coaches, participants, and partner organisations will inform updates.
- Management will monitor compliance with the policy and produce a safeguarding report annually.

14. Additional Procedures (Holiday Camps, After-School Clubs)

- For holiday camps and after-school clubs run by Love Play Active, registers of participants will be maintained, including emergency contact details and relevant health/safeguarding information.
- The designated lead coach on site will assume responsibility for safeguarding oversight during these sessions.
- All coaches on site will have enhanced DBS checks and safeguarding training.
- The environment will be checked for safety, safeguarding risk and suitability prior to each camp session.

15. Commitment to Working with Other Agencies

Love Play Active will cooperate fully with local safeguarding partnerships and agencies including police, children's social care and other statutory bodies, to promote the welfare of children and young people.

Approved by:

Name: H. Broadhurst

Position: Director

Date: 1st September 2025