

# Legend Taekwon-Do

## Safeguarding and Child Protection Policy

Legend Taekwon-Do acknowledges the duty of care to safeguard and promote the welfare of children and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and Legend Taekwon-Do requirements.

### Purpose and Aims

The purpose of Legend Taekwon-Do safeguarding and child protection policy is to provide a secure framework for its instructors in safeguarding and promoting the welfare of those children/young people who attend our training sessions/activities. The policy aims to ensure that:

- All our children are safe and protected from harm.
- Other elements of provision and policies are in place to enable children to feel safe and adopt safe practices;
- Instructors, children, directors/owners, visitors, volunteers and parents are aware of the expected behaviours' and the organisations legal responsibilities in relation to the safeguarding and promoting the welfare of all of our children.

### Ethos

*'Every child deserves the best possible start in life and the support that enables them to fulfil their potential. A secure, safe and happy childhood is important in its own right.'*

Safeguarding in Legend Taekwon-Do is considered everyone's responsibility and our organisation aims to create the safest environment within which every child has the opportunity to achieve their full potential. Legend Taekwon-Do recognises the contribution it can make in ensuring that all children who attend do so in the knowledge there are trusted adults with whom they feel safe.

This policy has been developed in accordance with the principles established by the Children Act 1989; and in line with the following:

- Working Together to Safeguard Children
- What to do if you are worried a Child is being Abused
- The Prevent Duty Guidance for England and Wales (updated 2023, replaces 2015 guidance)
- Information Sharing; Advice for practitioners providing safeguarding services to children, young people, parents and carers

### Responsibilities and expectations

Legends Taekwon-Do takes seriously its responsibility under section 11 of the Children Act and duties under "working together" to safeguard and promote the welfare of children; to work together with other agencies to ensure adequate arrangements exist within our organisation to identify, and support those children who are suffering harm or are likely to suffer significant harm. We recognise that all instructors and management have a full and

active part to play in protecting our children from harm, and that the child's welfare is our paramount concern.

Legends Taekwon-Do ensures the following:

- that the safeguarding and child protection policy is made available to parents/carers;
- that all instructors and volunteers are properly checked to make sure they are safe to work with the children who attend our sessions;
- that the organisation has procedures for handling allegations of abuse made against instructors or volunteers.
- the Counter Terrorism and Security Act 2015 has due regard to the need to prevent people from being drawn into terrorism" (The Prevent Duty) is implemented, taking into account the Local authorities '*Prevent*' policies, protocols and procedures.
- a Designated Safeguarding Lead (DSL) has been appointed who has lead responsibility for dealing with all safeguarding issues in our organisation.
- Our procedures will be annually reviewed and updated.

The responsibilities for the Designated Safeguarding Lead (DSL) are:

- to ensure that all safeguarding issues raised in the organisation are effectively responded to, recorded and referred to the appropriate agency.
- To ensure all adults are alert to circumstances when a child and family may need access to early help.
- To ensure all adult, (including volunteers) new to the organisation will be made aware of this policy and the procedures for child protection, the name and contact details of the DSL and have these explained, as part of their induction into the organisation.
- Be responsible for arranging safeguarding training for all instructors and volunteers who work alongside children and young people. The DSL must ensure that the safeguarding training takes place at least every three years for all with regular updates during this period.
- To ensure allegations regarding adults involved in the running and delivery of Legends Taekwon-Do are effectively responded to and referred to the appropriate agency.

Instructors and volunteers responsibilities will include:

- Maintaining an attitude of 'it could happen here' where safeguarding is concerned,
- To provide a safe environment for children and young people.
- Knowing 'what to do' if a child or young person tells you they are being abused, exploited, or neglected.
- Being able to reassure victims that they are being taken seriously and that they will be supported and kept safe.
- Recognising the barriers for children and young people when wanting to make a disclosure (verbal or non-verbal).
- Identifying children and young people who may benefit from early help and the part they play in support plans.

- Raising any concerns for a child or young person following the organisation's safeguarding policies and procedures.
- Attending safeguarding training and child protection training.

All Child Protection concerns need to be acted on **immediately**. If you are concerned that a child may be at risk or is actually suffering abuse, you must tell the DSL.

**All adults, including the DSL, have a duty to refer all known or suspected cases of abuse to the relevant agency including MASH (Multi Agency Safeguarding Hub), Children and Young Peoples Service (CYPs) – Social Care, or the Police.**

### **Recognising concerns, signs and indicators of abuse**

Safeguarding is not just about protecting children from deliberate harm. For Legend Taekwon-Do it includes such things as child safety, bullying, racist abuse and harassment. The witnessing of abuse can have a damaging effect on those who are party to it, as well as the child/adult subjected to the actual abuse, and in itself will have a significant impact on the health and emotional well-being of a child.

Any child or young person, in any family could become a victim of abuse. Instructors and/or volunteers should always maintain an attitude of 'it could happen here'. We also recognise that abuse, neglect, and safeguarding issues are complex and are rarely standalone events that can be covered by one definition or label. Instructors and/or volunteers are aware that in most cases multiple issues will overlap with one another.

Abuse and neglect are forms of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm or by failing to act to prevent harm. Children and young people may be abused in the family or in an institutional or community setting by those known to them, or more rarely, by others.

### **Prevent**

The Counter Terrorism & Security Act 2015 places a duty on organisations to have "due regard to the need to prevent people from being drawn into terrorism".

Legends Taekwon-Do:

- Demonstrates we are protecting children and young people from being drawn into terrorism by having robust safeguarding policies;
- Ensures our safeguarding arrangements take into account the policies and procedures of the Local Safeguarding Children Board -Devon Children and Families Partnership;
- Make sure that instructors and volunteers have training that gives them the knowledge and confidence to identify children and families at risk of being drawn into terrorism, and to challenge extremist ideas which can be used to legitimise terrorism.

### **What to do if you are concerned**

If a child makes a disclosure or allegation of abuse against an adult or other child or young person, it is important to:

- Stay calm and listen carefully;

- Reassure them that they have done the right thing in telling you;
- Do not investigate or ask leading questions instead ask clarifying questions such as tell me, explain to me, describe to me (TED).
- Let them know that you will need to tell someone else;
- Do not promise to keep what they have told you a secret;
- Inform the DSL as soon as possible.
- Make a written record of the allegation, disclosure or incident which must be signed, dated and record your position using the safeguarding record log form.

If you are concerned that an instructor, or volunteer, poses a danger to a child or young person or that they might be abusing a child or young person, concerns should be reported to the DSL. Where those concerns relate to the DSL however, this should be reported to the Directors of Legends Taekwon-Do using the organisations 'Whistleblowing' policy.

### **Whistleblowing**

We recognise that children cannot be expected to raise concerns in an environment where adults fail to do so. All instructors, or volunteers, should be aware of their duty to raise concerns about the attitude or actions of colleagues via Legends Taekwon-Do whistleblowing and complaints policies and appropriate advice will be sought from the Locality Area Designated Officer (LADO) or Safeguarding Team where necessary.

The NSPCC whistleblowing helpline is available for instructors and/or volunteers who do not feel able to raise concerns regarding child protection failures internally. The number to call is 0800 028 0285 and the line is available from 8am to 8pm, Monday to Friday or email: [help@nspcc.org.uk](mailto:help@nspcc.org.uk)

Whistleblowing regarding the DSL should be reported to Legends TKD Directors i.e. Darren or Steve Luker).

### **Managing Allegations**

We are aware of the possibility of allegations being made against instructors, or volunteers, that are working, or may come into contact with children and young people whilst undertaking sessions.

An allegation is when it appears that the instructor or volunteer has

- Behaved in a way that has harmed (or may have harmed) a child.
- Possibly committed a criminal offence against, or related to a child or young person.
- Behaved in an inappropriate way towards a child or young person which may indicate that he or she is unsuitable to work alongside children.
- If there are concerns about the person's behaviour towards their own children.
- Children or young people unrelated to their employment or voluntary work, and there has been a recommendation as part of a strategy discussion, that consideration should be given to the risk posed to children they come into contact with.

Allegations will usually be that some kind of abuse has taken place such as inappropriate behaviour displayed, inappropriate sexual comments, excessive one to one attention beyond the requirements of their role and responsibility, inappropriate sharing of images.

Allegations are made for a variety of reasons:

- Abuse has actually taken place.
- Something has happened to the child or young person that reminds them of a past event – the child or young person is unable to recognise that the situation and people are different; children and young people can misinterpret your language or your actions.
- Some children or young people recognise that allegations can be powerful and if they are angry with you about something, they can make an allegation as a way of hitting out.
- An allegation can be a way of seeking attention.

If an allegation is made against an instructor, or volunteer in a position of trust this should be brought to the immediate attention of the DSL who will advise the Directors of Legends Taekwon-Do.

In the case of the allegation being made against the DSL this will be brought to the immediate attention of the Directors of Legends Taekwon-Do.

The DSL and/or Directors of Legends Taekwon-Do will need to discuss with the LADO the nature of the allegations made against the adult, in order for the appropriate action to be taken. This may constitute an initial evaluation meeting or strategy discussion depending on the allegation being made.

An allegation must be taken seriously and objectively and dealt with in a timely manner, in the case of an allegation the DSL will need to:

- Refer to the LADO guidance - [Managing allegations against adults working with children \(for professionals\) – Education and Families](#) and submit the notification form as per that guidance.
- Consider safeguarding arrangements of the child or young person to ensure they are away from the alleged abuser.
- Contact the parents or carers of the child/young person if advised to do so by the LADO.
- Consider the rights of the instructor, or volunteer for a fair and equal process of investigation;
- Act on any decision made in any strategy meeting;
- Advise the Disclosure and Barring Service where an instructor, or volunteer has been removed, dismissed or would have been removed had they a result of the allegations being founded.

A copy of the 'What to do if you are worried about a child is being abused ([Stat guidance template](#))' is kept with this policy. This sets out the guidelines on dealing with incidents, disclosures and the procedures that must be followed.

## **Confidentiality**

- We recognise that all matters relating to child protection are confidential.
- The organisation recognises that in order to effectively meet a child or young person's needs, safeguard their welfare and protect them from harm we must contribute to inter-agency working in line with the Working Together to Safeguard

Children (2018) and share information between professionals and agencies where there are concerns.

- The DSL will disclose personal information about a child or young person to other instructors on a need to know basis only.
- Instructors and/or volunteers must be aware that they cannot promise a child to keep secrets which might compromise the child's safety or well-being or that of another.
- Legends Taekwon-Do will always undertake to share our concerns with parents and guardians and their consent is sought in accordance with MASH procedures unless doing so would increase the risk of harm to the child. If in doubt regarding sharing information with parents and guardians, we will consult with the MASH consultation team.
- Safeguarding files will be kept confidential and stored securely.

## Training

All instructors and volunteers will have access to safeguarding training at least every three years in line with Devon Children and Families Partnership (DCFP). Legends Taekwon-Do will also, as part of an induction, issue information in relation to our Safeguarding policy and any policy related to safeguarding and promoting children/young people's welfare to all newly instructors and volunteers.

Legends Taekwon-Do's DSL's will undertake further safeguarding training, Group 3 DCFP Multi-agency Safeguarding course or Group 3 Refresher Courses. This will be undertaken at least every three years which updates their awareness and understanding of the impact of the wide agenda of safeguarding issues. This will support both the DSL to be able to better undertake their role and support the organisation in ensuring our safeguarding arrangements are robust and achieving better outcomes for the children that attend our sessions. This includes taking part in multi-agency training in addition to safeguarding training.

Our Safeguarding policy is reviewed annually, in order to keep it updated in line with local and national guidance/legislation.

The policy will be reviewed a year after development and then every three years, or in the following circumstances:

- changes in legislation and/or government guidance
- as required by the Local Safeguarding Children Board, UK Sport and/or Home Country Sports Councils and Legend Taekwon-Do
- as a result of any other significant change or event.

Approved:.....**On behalf of Legends Taekwon-Do**

Adopted on .....

Review Date: .....

## Useful Contacts:

[The Devon Safeguarding Children Partnership \(Devon SCP\)](#) – DCFP Office 01392 386067

[Welcome to the South West Child Protection Procedures](#)

[Childline | NSPCC](#) - a leading specialist in research with children and young people - ABOUT

Multi-agency Safeguarding Hub (MASH) 0345 155 1071 - MASH contributes to improved outcomes for safeguarding children because it has the ability to swiftly collate and share information held by the various agencies and to provide a multi-agency risk assessment of each case for 'actual or likely harm'.

DCC - Request for support (outsystemsenterprise.com) email: mashsecure@devon.gov.uk

MASH Consultation Line for professionals only 01392 388428 (ask for Consultation Line)

Early Help co-ordination centre 0345 155 1071 (ask for Early Help) Early Help information

Out of hours for CYPS (Social Care): 5pm -9am and at weekends and public holidays, please contact:

- Emergency Duty Service (low-rate call) 0845 6000 388

Police Central Referral Unit: 0845 605 116

Child Protection Chairs and Local Authority Designated Officers for managing allegations against staff:

- Allegations against staff LADO Referral Co-ordinator 01392 384964 Training and Resources on managing allegations

Devon's Domestic Abuse Helpline 0345 155 1074

## **Appendix 1 Categories of Abuse**

- Physical Abuse
- Emotional Abuse (including Domestic Abuse)
- Sexual Abuse (including child sexual exploitation)
- Neglect

### **Signs of Abuse in Children and Young People**

The following non-specific signs may indicate something is wrong:

- Significant change in behaviour
- Extreme anger or sadness
- Aggressive and attention-needing behaviour
- Suspicious bruises with unsatisfactory explanations
- Lack of self-esteem
- Self-injury
- Depression and/or anxiousness
- Age-inappropriate sexual behaviour
- Child Sexual Exploitation
- Criminality
- Substance abuse
- Mental health problems
- Poor attendance

### **Neglect**

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

- provide food, clothing and shelter.
- protect a child from physical and emotional harm or danger.
- ensure adequate supervision.
- ensure access to appropriate medical care or treatment.

### **Possible indicators of Neglect Obvious signs of lack of care including:**

Problems with personal hygiene, constant hunger, inadequate clothing, emaciation, lateness or non-attendance at the setting, poor relationship with peers, untreated medical problems, compulsive stealing and scavenging, rocking, hair twisting, thumb sucking, running away, low self-esteem etc.

### **Physical Abuse**

May involve hitting, shaking, throwing, poisoning, burning, 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.

### **Possible Indicators Physical:**

- Signs that do not tally with the given account of occurrence conflicting or unrealistic explanations of cause repeated injuries delay in reporting or seeking medical advice.



## **Sexual Abuse**

Forcing or enticing a child 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, penetrative or non-penetrative acts and also includes involving children in watching pornographic material or watching sexual acts.

### **Possible indicators of Sexual Abuse:**

- Sudden changes in behaviour, displays of affection which are sexual and age inappropriate, tendency to cling or need constant reassurance.
- Tendency to cry easily, regression to younger behaviour – e.g., thumb sucking, acting like a baby.
- Unexplained gifts or money.
- Depression and withdrawal.
- Wetting/soiling day or night.
- Fear of undressing for PE etc.

## **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 children that they are worthless or unloved, inadequate, or valued only in far as they meet the needs of another person.

### **Possible Indicators of Emotional Abuse:**

- Rejection and isolation.
- Child being blamed for actions of adults.
- Child being used as carer for younger siblings.
- Ineffection and basic emotional care giving/warmth withheld.
- Persistently absent for the child/young person.