



## **Safeguarding Policy**

***"Safeguarding Children, Young People and Vulnerable Adults is Everyone's Business"***

Available to clients and young people on request.

## Introduction

All children and young people have the right to lead lives free from neglect, exploitation, harm or abuse. Just for Kids Law has a responsibility to promote and protect the welfare of children and young people and to keep them safe. We are committed to practice in a way that ensures that this is the case.

## Our safeguarding policy

This policy applies to all staff, including senior managers and the board of trustees, paid staff, volunteers and sessional workers, agency staff, students or anyone working on behalf of Just for Kids Law.

## The purpose of this policy:

- To protect children (people aged up to and including 17 years) and young people (those aged 18 to 25 years) who receive Just for Kids Law's services or engage with us in other areas of our work including through online interactions. This includes the children of adults who use our services
- To provide staff and volunteers with the overarching principles that guide our approach to safeguarding and the protection of children and young people

It includes two **appendices**:

- [Appendix A: Just for Kids Law Safeguarding Flowchart](#), and
- [Appendix B: Digital Safeguarding Guidance](#)

## Legal Framework

This policy has been drawn up based on law and guidance that seeks to protect children and young people. It should be noted that many of the young people we work with at JfKL are aged 18+, and that the children's' and adults' safeguarding systems are conceptually and procedurally different and underpinned by different legislative frameworks. For example, when safeguarding a child, consent is not required to initiate a safeguarding response; by contrast, where adults are deemed to have capacity, it is broadly considered essential that their consent is sought before making a safeguarding referral.

For children, the relevant law and guidance is drawn from:

- Children Act 1989
- United Nations Convention on the Rights of the Child 1989
- General Data Protection Regulation 2018
- Human Rights Act 1998
- Sexual Offences Act 2003
- Children Act 2004
- Safeguarding Vulnerable Groups Act 2006
- Protection of Freedoms Act 2012
- Children and Families Act 2014
- Children and Social Work Act 2017

- Special Educational Needs and Disability (SEND) code of practice: 0 to 25 years - Statutory guidance for organisations which work with and support children and young people who have special educational needs or disabilities; HM Government 2015
- Information sharing: Advice for practitioners providing safeguarding services to children, young people, parents and carers: HM Government 2018
- Working together to safeguard children: A guide to inter-agency working to safeguard and promote the welfare of children; HM Government 2018

For those aged 18+ the relevant law and guidance is drawn from:

- Care Act 2014
- Mental Capacity Act 2005

**This policy should be read alongside our policies and procedures on:**

- Responding to safeguarding concerns about a child or young person: A guide for Just for Kids Law staff and volunteers
- Compliments and Complaints
- Lone working policy and procedure
- Health and Safety
- Recruitment and induction
- Supervision and Appraisal
- Whistleblowing at Work

**We recognise that:**

- The welfare of children and young people is paramount, as enshrined in the Children Act 1989.
- All children and young people, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have a right to equal protection from all types of harm or abuse.
- Some children and young people are additionally vulnerable because of the impact of previous experiences, individual circumstances, 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 children and young people's welfare.

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

- valuing, listening to, and respecting them
- appointing a Designated Safeguarding Lead (DSL) for children and young people, a Deputy Designated Safeguarding Lead (DDSL), as well as designated safeguarding officers and a lead board member for safeguarding (see [Useful Contacts](#) for details).
- adopting child and young person protection and safeguarding practices through procedures for staff and volunteers (see [Appendix A](#) alongside *Responding to safeguarding concerns about a child or young person: A guide for Just for Kids Law staff and volunteers*)
- providing effective management for staff and volunteers through supervision, support, training, and quality assurance measures

- recruiting staff and volunteers safely, ensuring all necessary checks are made
- recording and storing information professionally and securely, and sharing information about safeguarding and good practice with children, their families, staff and volunteers via leaflets, posters, one-to-one discussions
- using our safeguarding 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
- 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

## Useful Contacts

### Designated Safeguarding Lead (DSL)

Aika Stephenson, Legal Director, [AikaStephenson@justforkidslaw.org](mailto:AikaStephenson@justforkidslaw.org)  
07886 755321

### Trustee with Safeguarding responsibility

Claire Hubberstey, [contact@justforkidslaw.org](mailto:contact@justforkidslaw.org)

### Chair of Just for Kids Law Board of Trustees:

Shauneen Lambe, [shauneen.lambe@impactsocialjustice.org](mailto:shauneen.lambe@impactsocialjustice.org)

## Further advice and information

**NSPCC Helpline** - 0808 800 5000

*Provides advice and support via helpline on safeguarding issues- please call if you are unable to speak with the Designated Safeguarding Lead or Deputy Designated Safeguarding Lead. They will advise you on whether a safeguarding alert needs raising.*

**CEOP** - [wmv.ceop.police.uk](http://wmv.ceop.police.uk)

*Exists to help keep children and young people safe from sexual abuse and grooming online. Allows the reporting of online abuse and gives advice on issues around online abuse and grooming.*

For further information on recognising the signs and symptoms of **child** abuse please see:

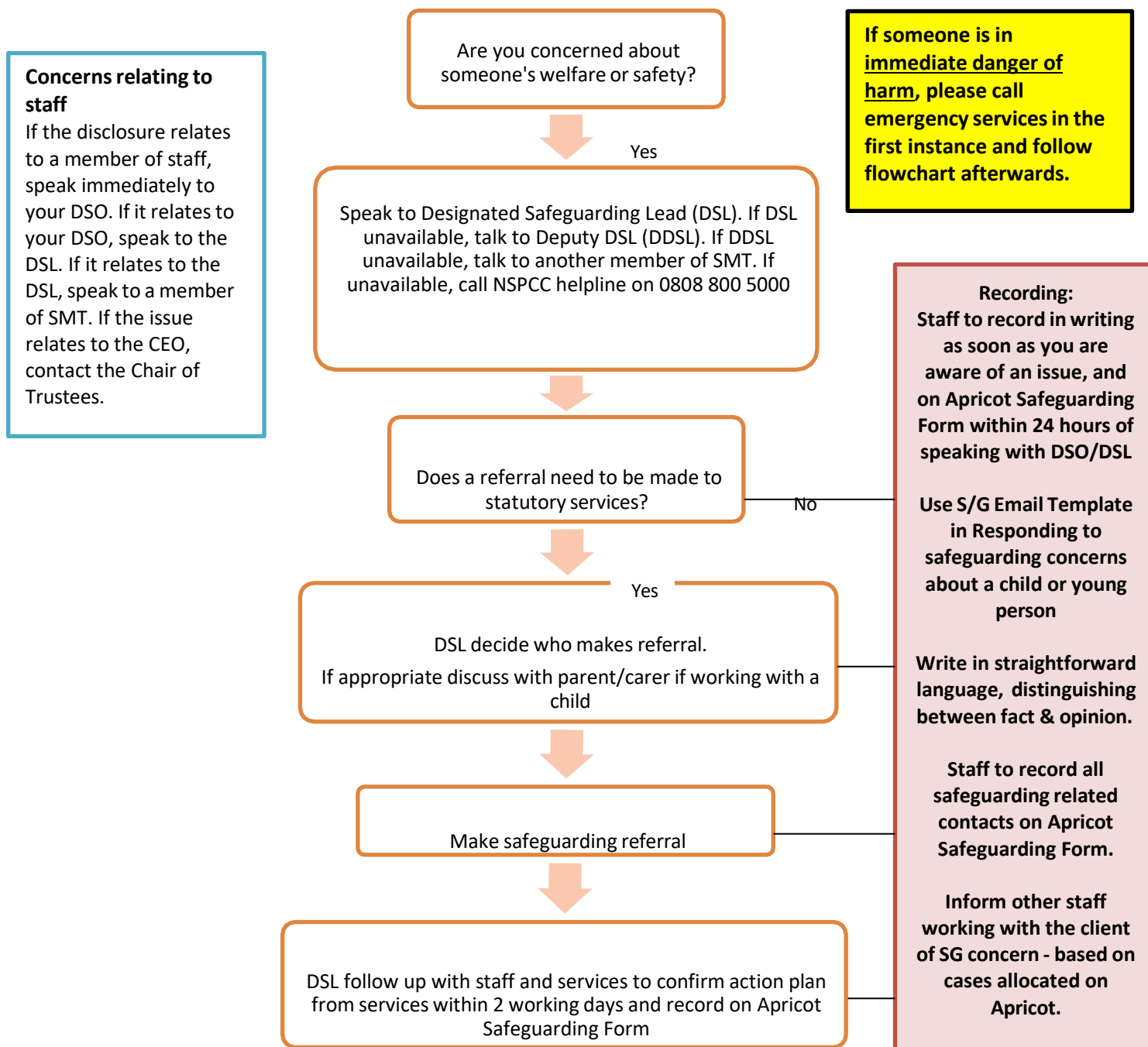
<https://www.nspcc.org.uk/preventing-abuse/signs-symptoms-effects/>

For signs and symptoms of abuse in **adults** please see:

<https://www.scie.org.uk/publications/atagance/69-adults-safeguarding-types-and-indicators-of-abuse.asp>

We are committed to reviewing our policy and good practice regularly.

## Appendix A: Just for Kids Law Safeguarding Flowchart



**Designated Safeguarding Officer (DSO):** Aika Stephenson, 07886 755321

**Designated Safeguarding Lead (DDSL):** Aika Stephenson, 07886 755321  
When Aika (DSL) is absent please contact Louise King.

**NSPCC Safeguarding Helpline - 0808 800 5000** (call any time you need advice in the absence of a manager)  
**Islington Safeguarding Line - 0207 527 7400** (9am-5pm) (If after 5pm during the week/weekends/public holidays, call Emergency Duty Social Work Team - 020 7226 0992)

## Appendix B: Digital Safeguarding

Digital technologies present a huge range of opportunities for innovation. When we are not able to physically meet with young people in groups or as individuals or when some might find it difficult to meet and talk in person, the Internet enables us to connect and communicate in a range of ways.

Connecting through a smartphone or computer opens up huge potential for a different kind of outreach, where we can invite young people to view, consult and even participate in activities or receiving some support without having to come to the office or other physical meeting space.

### Forms of online work

- Meeting as a group through an online video chat platform such as Zoom or Teams
- Broadcasting activities or video on social media platforms such as Twitter or Instagram
- A video call one to one with a young person through Zoom/WhatsApp video/Teams

### Risks associated to online working

It is important to remember that communicating with young people one to one online, whether via messaging or video, is the equivalent of meeting a young person in a room on your own with no one around. Communicating with groups and holding virtual gatherings via online platforms also presents challenges that should be considered before giving access to your virtual environment to those who you may not know.

Some risks that should be kept in mind include:

- The opportunity for grooming/sexual exploitation
- Sharing of personal contact details of young people and youth workers
- Inappropriate conversations between young people and workers
- Potential allegations against workers
- Use of apps with age restrictions
- Disclosures within a group

### Good Practice Guidance

- As in normal circumstances, contact with young people should take place with appropriately vetted and checked workers present. If you are working with an external worker, it is advisable that you are on the call too
- Ensure a record is kept of all one-to-one video calls held and the content covered in each call.
- To minimise risks, always consider if a group communication can be achieved rather than one to one.
- Recordings of group calls should not be made unless there is a compelling reason to do so.
- Make sure the call organiser can mute/block participants in the event they are displaying/sharing anything unsuitable or illegal.
- Respect the minimum age requirements for video chat enabled platforms and consider a minimum age limit for anyone to one chat.
- Avoid using personal accounts for video chats. Use organisational profiles wherever available.
- Ensure you periodically review these arrangements to identify any poor practice or any challenges to positive and safe engagement.
- Make sure that names and personal details of young people are never shared publicly, e.g., through a live chat function. If you are making your video available publicly, do not share any specific information about young people in what you say.
- Establish a group agreement with young people and have a clear agenda to share for each video call.
- Be appropriately dressed to take part in any online sessions/activities.

## Policy Management Log

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V1	JfKL	July 2018	July 2018
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### Supporting documents

<b>Document Name</b>	<b>Date issued</b>