

Active Horizons Safeguarding Policy

1. Introduction

At **Active Horizons**, we are committed to ensuring the safety and well-being of all children and young people who participate in our sports camps, afterschool clubs, and other related activities. We recognize that our primary duty is to protect children from harm, abuse, and neglect, and to create a safe, enjoyable environment where they can develop their skills and enjoy physical activity.

This safeguarding policy sets out the procedures and practices that all staff and volunteers must follow to safeguard and promote the welfare of the children and young people in our care.

2. Purpose of the Policy

The purpose of this policy is to:

- Protect children and young people who participate in Active Horizons sports activities from harm and abuse.
- Provide guidance for all staff, coaches, and volunteers on how to prevent, identify, and report safeguarding concerns.
- Create a clear framework of responsibility to ensure safe practices are followed in our camps, clubs, and other events.

3. Definitions

- **Children and Young People:** Any individual under the age of 18 who is participating in our sports camps, afterschool clubs, or other activities.
- **Safeguarding:** Preventing the abuse, neglect, and exploitation of children and young people, and promoting their health, development, and well-being.

4. Our Safeguarding Commitment

Active Horizons is fully committed to the following safeguarding principles:

- **Child-Centered:** The safety and welfare of children are always the primary consideration in everything we do.
- **Respect and Dignity:** Every child has the right to be treated with respect, free from discrimination, and given equal opportunities to thrive.
- **Transparency:** We will ensure openness in the way safeguarding concerns are handled, ensuring accountability for all involved.
- **Prevention:** We will take steps to prevent any form of abuse or neglect through careful planning and safe practice guidelines.

5. Designated Safeguarding Lead (DSL)

The **Designated Safeguarding Lead (DSL)** for Active Horizons is responsible for overseeing the implementation of the safeguarding policy and ensuring that all staff, volunteers, and coaches are trained and supported in safeguarding matters.

- **Designated Safeguarding Lead:** Natalie Hardy
- **Email:** natalie.hardy@activehorizons.co.uk
- **Phone Number:** 07565715668

6. Responsibilities of Staff and Volunteers

All staff, coaches, and volunteers working with children at Active Horizons are expected to:

- Safeguard the children in their care, promoting their welfare and acting in their best interest at all times.
- Report any concerns, suspicions, or disclosures of abuse or neglect to the DSL immediately.
- Complete safeguarding training during their induction and undertake refresher training as required.
- Follow all guidelines regarding safe conduct, behavior, and reporting.

7. Recruitment and Training

- **Safe Recruitment:** Active Horizons follows a safe recruitment policy, ensuring that all staff and volunteers are subject to:
 - **Enhanced DBS (Disclosure and Barring Service) checks** for individuals working with children.
 - Reference checks from previous employers or organizations.
 - Interviews and suitability assessments for all new hires.
- **Training:** All staff, coaches, and volunteers are required to complete safeguarding training upon joining Active Horizons and participate in annual refresher courses. This training covers:
 - Identifying signs of abuse and neglect.
 - How to respond to a safeguarding concern or disclosure.
 - Procedures for reporting concerns.

8. Code of Conduct

All staff, coaches, and volunteers must adhere to a strict code of conduct to ensure the safety and well-being of all children. The following guidelines apply:

- **Respect:** Treat all children with respect, ensuring that their privacy and dignity are maintained at all times.
- **Appropriate Contact:** Physical contact should be limited to what is necessary for the activity. Any inappropriate contact will not be tolerated.
- **Boundaries:** Maintain professional boundaries in all interactions with children and avoid situations where children may be left unsupervised.
- **Zero Tolerance for Bullying:** Active Horizons is committed to creating an environment where bullying, harassment, and any form of harmful behaviour are not tolerated.

9. Procedures for Reporting Concerns

If any staff member or volunteer has a concern about the welfare of a child or young person, they must:

1. **Immediately report** the concern to the Designated Safeguarding Lead (DSL) or the Deputy DSL.
2. **Record** the concern in writing, including all details about what was observed, heard, or disclosed.
3. The DSL will assess the situation and, if necessary, make a referral to external agencies such as social services or the police.

10. Handling Disclosures

If a child discloses they are being harmed, the following steps must be followed:

- **Listen carefully** to the child without interruption, offering reassurance.
- **Do not make promises** about confidentiality, as the information may need to be shared with others to ensure the child's safety.
- **Record** the details of the disclosure immediately in writing, including the child's exact words, and report the matter to the DSL.
- **Support the child** throughout the process, ensuring they are safe and comfortable.

11. Allegations Against Staff or Volunteers

If an allegation is made against a staff member, coach, or volunteer, the following steps will be taken:

- **Immediate action** will be taken to ensure the safety of the child.
- **The allegation will be investigated** according to the organization's disciplinary and safeguarding procedures.
- **The staff member or volunteer** involved will be removed from duties until the matter is resolved, if necessary.
- We will fully cooperate with local authorities, including social services or the police, if an investigation is required.

12. Safe Environments and Risk Management

Active Horizons is committed to ensuring that all activities are risk-assessed and that measures are taken to ensure the physical safety of children. This includes:

- Ensuring adequate adult-to-child ratios for all activities.
- Regularly checking equipment and facilities to ensure they are safe.
- Ensuring proper first aid and emergency procedures are in place.

13. Confidentiality and Information Sharing

All information related to safeguarding concerns is confidential and will be shared only with those who have a need to know, including external agencies (e.g., social services, police).

Information will be stored securely in line with GDPR and data protection regulations.

14. Review of the Safeguarding Policy

This policy will be reviewed annually, or sooner if required, to ensure it remains up-to-date and in line with relevant laws and best practice.

Contact Information

For any safeguarding concerns or inquiries, please contact:

- **Designated Safeguarding Lead:** Natalie Hardy
- **Email:** natalie.hardy@activehorizons.co.uk
- **Phone Number:** 07565715668

By implementing this Safeguarding Policy, Active Horizons demonstrates its commitment to the safety and welfare of all children and young people participating in our sports camps, afterschool clubs, and other activities. We believe that safeguarding is everyone's responsibility, and we expect all involved to take an active role in maintaining a safe environment for the children in our care.