SAFEGUARDING & CHILD PROTECTION POLICY

Impact Wrap Around Care

Policy owner	Impact Provision Team Ltd / Impact Wrap Around Care
Designated Safeguarding Lead (DSL)	Christopher Dickinson - Director / Registered Provider
Safeguarding contact / Registered Provider	Christopher Dickinson - DSL / Director / Registered Provider - impactsportsclubs@gmail.com - 07512 544449
Effective from	1 September 2026
Next review	September 2027, or earlier following any statutory, local or operational change

Immediate danger: call 999. Safeguarding concerns must never wait for the next working day if a child may be at risk of harm.

1. Purpose and commitment

Impact Wrap Around Care is committed to safeguarding and promoting the welfare of every child in our care. Safeguarding is everyone's responsibility. We will provide a safe, inclusive and child-centred environment, act promptly on concerns, work openly with parents and partner agencies where it is safe to do so, and place the welfare of the child at the centre of decision-making.

This policy applies to all employees, agency workers, self-employed staff, volunteers, students, directors, contractors and visitors who may have contact with children. It applies during wrap-around care, holiday provision, outings and any activity delivered by or on behalf of Impact Wrap Around Care.

2. Statutory and local framework

This policy is effective from 1 September 2026 and aligns with the safeguarding and welfare requirements in force in England from that date, including:

- Early Years Foundation Stage (EYFS) statutory framework for group and school-based providers, effective 1 September 2026.
- Working Together to Safeguard Children 2026.
- Keeping Children Safe in Education 2026 (used as additional good-practice guidance for our school-based provision).
- Information Sharing to Safeguard Children and Young People - statutory guidance, updated September 2026.
- Children Act 1989 and Children Act 2004; Childcare Act 2006 and associated regulations.
- Counter-Terrorism and Security Act 2015 and current Prevent Duty guidance.
- Safeguarding Vulnerable Groups Act 2006, as amended; Disclosure and Barring Service requirements.
- Data Protection Act 2018 and UK GDPR.
- Kent Safeguarding Children Multi-Agency Partnership (KSCMP) procedures and Kent LADO Education Safeguarding Advisory Service (LESAS) arrangements.

For children in the early years age range attending before/after-school or holiday provision, the learning and development requirements may be modified as set out in the EYFS; however, the safeguarding and welfare requirements in Section 3 continue to apply.

3. Safeguarding leadership and responsibilities

3.1 Designated Safeguarding Lead

The DSL has lead responsibility for safeguarding within the setting and will:

- provide advice and support to staff and ensure concerns are acted upon without delay;
- liaise with Kent Children's Social Care, KSCMP, Kent LESAS/LADO, the police, Ofsted and other agencies as appropriate;
- ensure safeguarding records are accurate, secure, chronological and appropriately transferred/shared;
- ensure staff know this policy, local referral routes, whistleblowing arrangements and escalation routes;
- monitor safeguarding themes, attendance/absence concerns and patterns of behaviour or injury;
- ensure safeguarding training is current and that learning is embedded in practice.

3.2 All staff and volunteers

- must maintain professional curiosity and be alert to concerns in a child's life at home, in the community, online or elsewhere;
- must report safeguarding concerns immediately to the DSL or, if the DSL is unavailable and delay could increase risk, directly to children's social care/police;
- must record facts accurately and promptly, distinguishing observation from opinion;
- must never investigate a concern themselves, confront an alleged perpetrator, or promise confidentiality;
- must challenge poor or unsafe practice and use whistleblowing procedures where necessary.

4. Recognising safeguarding concerns

Safeguarding concerns may arise from a single incident, a disclosure, an injury, a change in behaviour, a pattern over time, information from another agency, or professional intuition supported by observed facts. Staff must consider the child's age, development, communication needs, SEND and any additional vulnerability.

4.1 Categories of abuse

- Physical abuse - including hitting, shaking, throwing, poisoning, burning, scalding, drowning, suffocating or otherwise causing physical harm.
- Emotional abuse - persistent emotional maltreatment that adversely affects a child's emotional development, including intimidation, humiliation, rejection, exposure to domestic abuse or serious bullying.
- Sexual abuse - forcing or enticing a child to take part in sexual activities, whether or not the child understands what is happening, including contact and non-contact abuse and online sexual abuse.
- Neglect - persistent failure to meet a child's basic physical and/or psychological needs, including inadequate food, clothing, shelter, supervision, medical care or emotional responsiveness.

4.2 Other safeguarding issues

- child-on-child abuse, including bullying, sexual harassment, sexual violence, harmful sexual behaviour and online abuse;
- domestic abuse and the impact of seeing, hearing or experiencing its effects;
- child criminal exploitation, child sexual exploitation, county lines, trafficking and modern slavery;
- radicalisation and extremism;

- female genital mutilation (FGM), forced marriage and honour-based abuse;
- online grooming, image sharing, cyberbullying and harmful content;
- fabricated or induced illness; neglect linked to parental substance misuse or mental ill health;
- children who go missing, have unexplained absences, or show concerning attendance patterns.

No form of abuse will be dismissed as “banter”, “part of growing up” or normal behaviour. Child-on-child abuse is a safeguarding issue and will be responded to proportionately with support for all children involved.

5. Responding to concerns about a child

1. If there is immediate danger or a serious crime may be occurring, call 999.
2. Report the concern to the DSL immediately. If the DSL is not available and delay could place a child at risk, contact Kent Children's Social Care and/or the police directly and inform the DSL as soon as possible.
3. Make a written safeguarding record as soon as possible: date, time, child's name, exact words used where relevant, observations, injuries, people present, action taken and who was informed.
4. Do not investigate, ask leading questions, seek proof, or discuss the matter with people who do not need to know.
5. The DSL will consider the local Kent safeguarding procedures and decide whether to make a referral, seek consultation, request a welfare check or take another safeguarding action.
6. Where a concern does not meet a statutory threshold, the DSL will consider appropriate early help/family help support and continue to monitor.

5.1 If a child makes a disclosure

- Listen calmly and give the child time to speak.
- Take the child seriously and acknowledge that they have done the right thing by speaking.
- Do not promise secrecy. Explain that information will only be shared with people who need to help keep them safe.
- Use open prompts only where necessary, such as “Tell me what happened”. Do not ask leading or investigative questions.
- Do not ask the child to repeat their account to multiple adults unnecessarily.
- Record the child's own words as accurately as possible and pass the record to the DSL immediately.

6. Allegations or concerns about adults working with children

Any allegation or concern that an adult who works or volunteers with children has harmed a child, may have harmed a child, may pose a risk of harm, or may be unsuitable to work with children must be taken seriously. This applies whether the alleged incident occurred at the setting or elsewhere.

- Report immediately to the DSL. As Christopher Dickinson is both the DSL and Registered Provider/Director, any allegation or safeguarding concern about him must be reported directly to Kent LESAS/LADO without delay.
- Do not undertake an internal investigation before obtaining safeguarding/LADO advice. Immediate action may be taken to protect children while advice is sought.
- The Registered Provider/DSL will contact Kent LESAS/LADO as required by local procedures and will follow their advice regarding risk management, suspension/redeployment and communication.
- Impact Wrap Around Care will notify Ofsted of any allegation of harm or abuse by anyone living, working or looking after children at the premises, and of relevant action taken, as soon as reasonably practicable and in any event within 14 days.
- Where a person is dismissed or removed from regulated activity (or would have been had they not left) because they harmed a child or posed a risk of harm, the provider will consider and make any required referral to the Disclosure and Barring Service (DBS).
- Concerns that do not meet the harm threshold (“low-level concerns”) will still be recorded, considered and addressed so that unsafe conduct, boundary issues and patterns are not ignored.

7. Safer recruitment, suitability and ongoing checks

- A minimum of one written reference will be obtained before recruitment for staff, students and volunteers, with appropriate verification and follow-up of discrepancies or safeguarding concerns.
- Required identity, right-to-work, qualification and enhanced DBS/barred list checks will be completed and recorded before an individual begins unsupervised work with children. Overseas checks will be considered where relevant.
- No person whose suitability has not been appropriately checked will have unsupervised contact with children.
- Staff must disclose information that may affect their suitability, including relevant arrests, charges, convictions, cautions, court orders or other safeguarding information, subject to applicable filtering rules.
- The provider will maintain a central record of staff qualifications, identity checks, vetting checks, references and DBS information required by the EYFS.
- Suitability is an ongoing requirement. New information will be considered promptly and Ofsted will be notified of significant events affecting suitability where required.

8. Safeguarding training, induction and supervision

- All practitioners must receive safeguarding training that meets the EYFS criteria and enables them to identify, understand and respond appropriately to signs of abuse and neglect.
- Safeguarding training for practitioners and the DSL will be renewed at least every two years. Additional refreshers or updates will be provided sooner where needed.
- Induction will include this policy, child protection procedures, emergency arrangements, health and safety, code of conduct, mobile phone/device rules, whistleblowing and how to report concerns.
- Staff supervision will provide a safe opportunity to discuss child welfare concerns, professional boundaries, workload, support and development needs.
- Training records and evidence of induction/briefings will be retained.

9. Whistleblowing and escalation

Staff are expected to raise concerns about unsafe practice, safeguarding failures or the conduct of colleagues. No worker should feel prevented from raising a genuine safeguarding concern.

- Raise concerns with the DSL/Registered Provider unless the concern relates to them.
- If internal reporting is not appropriate or concerns are not being addressed, staff may contact Kent LESAS/LADO, Ofsted or the NSPCC Whistleblowing Advice Line.
- NSPCC Whistleblowing Advice Line: 0800 028 0285; help@nspcc.org.uk.
- Where there is disagreement about a safeguarding decision, staff should use professional challenge and escalation procedures. A member of staff may make a referral directly to children's social care if they believe a child remains at risk.

10. Mobile phones, cameras, smart devices and online safety

The use of devices with imaging, recording or sharing capability must never compromise children's safety, dignity or privacy.

- Personal mobile phones and smart devices must not be used to photograph, video or record children.
- Personal phones should be stored away from children during sessions except where a manager has authorised access for a genuine emergency or operational reason.
- Only authorised devices/accounts may be used for approved photographs or communications. Images must be taken, stored, used and deleted in line with consent, data protection and company procedures.

- Images must never be copied to personal devices, personal cloud storage, personal messaging accounts or social media.
- Staff must report any accidental capture, inappropriate image, online safeguarding incident or device misuse immediately to the DSL.
- Children's use of screens or internet-connected devices will be supervised, age-appropriate and consistent with the setting's online safety arrangements.

11. Attendance, absences and children missing from care

Unexplained or prolonged absence can be a safeguarding indicator. Impact Wrap Around Care will maintain an attendance/booking system and follow its Attendance and Absence Policy.

- Where a booked child is unexpectedly absent, staff will follow agreed checking arrangements with the school/parent or carer as appropriate.
- For unexplained or prolonged absence, reasonable attempts will be made to contact parents/carers and alternative emergency contacts.
- Patterns or trends will be considered alongside the child's circumstances and known vulnerability. Safeguarding concerns will be referred to children's social care and/or a police welfare check requested when appropriate.
- If a child is missing from the setting, staff will immediately follow the Missing Child Procedure, maintain supervision of other children, search safely, inform parents/carers and contact the police where required.

12. Collection, unauthorised adults and legal restrictions

- Children will only be released in accordance with the setting's collection arrangements to an authorised person, subject to any age/sibling rules agreed with the school and parents.
- Parents/carers must inform Impact promptly of court orders, prohibited contacts or collection restrictions and provide relevant documentation where appropriate.
- Staff must not attempt to physically enforce private disputes between adults. If an unauthorised or prohibited person attempts to collect a child, the child will remain safely supervised while the DSL/manager follows the relevant safeguarding and police advice.
- Collection passwords, authorised collector information and emergency contacts will be treated as confidential safeguarding information.

13. Information sharing, confidentiality and record keeping

Safeguarding information is confidential but is not secret. Information will be shared lawfully, proportionately and on a need-to-know basis where this is necessary to safeguard a child.

- Staff should be open with families about information sharing where it is safe and appropriate to do so. Consent is not required where there is another lawful basis to share information for safeguarding, and concerns about data protection must not prevent necessary safeguarding action.
- Relevant safeguarding information may be shared with Lunsford Primary School, Brookfield Junior School, Brookfield Infants School and other schools/agencies attended by a child where necessary to safeguard or promote the child's welfare.
- Records will be factual, dated, signed/attributed, stored securely and accessible only to authorised people.
- Safeguarding records will be kept separately from general operational records where appropriate and transferred securely when a child moves setting/school if the information is relevant to ongoing safeguarding.
- Information will be retained and disposed of in line with the company's retention schedule, data protection obligations and safeguarding requirements.

14. Prevent duty and radicalisation

- Impact Wrap Around Care will have due regard to the need to prevent people from being drawn into terrorism.
- Staff will be alert to changes in behaviour, language or associations that may indicate vulnerability to radicalisation, while avoiding assumptions based on identity, faith, ethnicity or background.
- Concerns will be reported to the DSL and managed through local safeguarding/Prevent referral arrangements. Where a child is at immediate risk, police/children's social care procedures take priority.

15. Visitors, contractors and premises safeguarding

- Visitors and contractors will be appropriately signed in, identified, supervised and prevented from having unsupervised access to children unless suitability has been confirmed for the role they perform.
- Premises will be organised to support supervision, safe handover/collection and confidentiality of safeguarding discussions and records.
- Any safeguarding concern about a visitor, contractor or person working elsewhere on the shared school site will be reported to the DSL and, where relevant, the school DSL and external agencies.

16. Parents, carers and partnership with schools

Safeguarding is strengthened by constructive partnership with parents/carers and with the schools children attend. We will communicate our safeguarding expectations clearly, encourage parents to share relevant welfare information, and work with school DSLs and external agencies where necessary. We may need to act or share information without first informing a parent/carer where doing so could increase risk to a child, impede an investigation or place another person at risk.

17. Key safeguarding contacts

Contact	When to use	Details
Emergency services	Immediate danger / emergency	999
Kent Children's Social Care	Safeguarding concern / suspected abuse	03000 41 11 11 | social.services@kent.gov.uk | Professionals: Kent Integrated Children's Portal
Kent out-of-hours service	Urgent safeguarding concern outside normal office hours	03000 41 91 91
Kent LESAS / LADO	Allegations about adults who work/volunteer with children	Use the LESAS enquiry/referral route via KSCMP; urgent safeguarding: 03000 41 11 11
Ofsted	Reportable allegation/significant childcare event	Report via Ofsted's “Report a serious childcare incident” service; allegations of harm/abuse must be notified as soon as reasonably practicable and within 14 days
NSPCC Whistleblowing Advice Line	External whistleblowing advice	0800 028 0285 | help@nspcc.org.uk

Impact DSL	Internal safeguarding concerns	Christopher Dickinson - 07512 544449 | impactsportsclubs@gmail.com
External safeguarding escalation	Allegation or concern involving the DSL / Registered Provider	Kent LESAS/LADO - use current Kent safeguarding contact route

18. Monitoring, review and approval

The Registered Provider and DSL will review safeguarding practice, records, training and any incidents to identify lessons and required improvements. This policy will be reviewed at least annually and sooner if there is a change in law, statutory guidance, local safeguarding procedures, Ofsted requirements, setting arrangements or learning from a safeguarding incident.

Approved by	Christopher Dickinson, Director / Registered Provider
Signature	
Date	1 September 2026

Linked procedures / records to maintain: Attendance and Absence Policy; Missing Child Procedure; Safer Recruitment Checklist; Staff Code of Conduct; Mobile Phone/Camera and Online Safety arrangements; Whistleblowing Procedure; Safeguarding Concern/Disclosure Record; Allegations Against Staff Procedure; Collection and Uncollected Child Procedure; Data Protection/Privacy information.