



**SAFEGUARDING CHILDREN & YOUNG PEOPLE
POLICY FIGHT FOR PEACE**

Status	Updated and approved July 2023 - Next review July 2024
Document title	SAFEGUARDING CHILDREN & YOUNG PEOPLE POLICY
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Date of approval / last updated	July 2023
Frequency of review	Annually
Review by	DSL and Executive
Date for review	June 2024
Edition number	V3 June 2023
Approved by	Board of Trustees Summary of recommended changes: The 'Head of Operations' role is no longer in post and has been removed from the accountability of ensuring this Safeguarding policy is adhered to, with responsibility to be held by the Academy Director and Head of Academy. (page 10 Flow chart). DSL Changed to Jamie Lowe
Does the policy require training for implementation? If yes, please specify type of training.	To be included in induction process - acknowledged and signed Line management training Annual refresher training

<p>Describe the cascade mechanism for communicating this policy.</p>	<p>Leadership group Line managers talking points / development Staff meetings 5 things to know All staff acknowledge and confirm they have read and understood the policy (via Breathe)</p>
<p>How will implementation be monitored?</p>	<p>All staff are clear on the terms of the policy. Safeguarding issues dealt with agility and professionalism. Record-keeping has been improved.</p>
<p>Are there linked policies / procedures?</p>	<ul style="list-style-type: none"> - Safeguarding Adults Policy - Case Recording and Records Retention Policy - Champions Code - Safe Recruitment Policy - Complaints Policy - Equal Opportunities Policy (to be reviewed) - Disciplinary Policy (to be reviewed) - Protected Disclosure Policy - Health and Safety Policy - Social media policy (to be reviewed) - IT use policy (to be reviewed) - Mobile phone policy (to be reviewed)

<p>Legislation and guidance related to this policy</p>	<p>Related UK legislation and statutory guidance</p> <ul style="list-style-type: none">- Children Act 1989- Children Act 2004- UN Convention on the Rights of the Child (ratified 1991)- Children and Families Act 2014- Children and Social Work Act 2017- Criminal Justice Act 1988- The Human Rights Act 1998- Sexual Offences Act 2003- Mental Capacity Act 2005- Safeguarding Vulnerable Groups Act 2006- Equality Act 2010- Serious Crime Act 2015- Counter Terrorism and Security Act 2015- Protection of Freedoms Act 2015- Modern Slavery Act 2017- Domestic Abuse Act 2021- Data Protection Act 2018- General Data Protection Regulations 2018- Working Together to Safeguard Children 2018- Keeping Children Safe in Education 2020- What to do if you're worried a child is being abused 2015 <p>This list is not intended to be an exhaustive list. As an organisation working in partnership with, or contracted to provide services for,</p>
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those bodies which are subject to Section 11 audits (including Probation, Youth Offending Teams/Services, Education and Local Authorities), Fight for Peace's safeguarding framework seeks to ensure compliance with the safeguarding the criteria set out in:

- Section 11 of the Children Act 2004
- The Pan London safeguarding procedures for children¹ and for adults²
- The sport sector Safeguarding Framework and Standards for safeguarding and protecting children in sport³ and the Safeguarding Adults in Sport Framework⁴
- The Charity Commission of England and Wales

-
- 1 London Child Protection Procedures and Practice Guidance (March 2021) :
<https://www.londoncp.co.uk/index.html> London Safeguarding Children Partnership
 - 2 Association of Directors of Adult Social Services:
<http://londonadass.org.uk/wp-content/uploads/2015/02/Pan-London-Updated-August-2016.pdf>
 - 3 safeguarding and protecting children in sport: https://thecpsu.org.uk/media/445556/web_cpsustandards.pdf
 - 4 Ann Craft Trust: <https://www.anncrafttrust.org/safeguarding-adults-sport-activity/the-safeguarding-adults-in-sport-framework/>

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Fight for Peace Safeguarding Team and Contact details: as at date of version

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Terminology Used in this Policy:

(Note: Categories of abuse and current areas of safeguarding concern are set out in Appendix 2 of this policy)

Safeguarding and promoting the welfare of children and young people refers to the process of proactively taking measures in place to promote a positive and safe environment which protects children and young people from maltreatment, prevents the impairment of health or development, ensures that children and young people grow up in circumstances consistent with the provision of safe and effective care. It includes taking action to enable all children and young people to have the best outcomes.

Contextual Safeguarding is an approach to understanding, and responding to, young people's experiences of significant harm beyond their families. It recognises that the different relationships that young people form in their communities, schools and online can feature violence, abuse and the impact of wider systemic inequalities within society. Contextual safeguarding is underpinned by a set of values which align with Fight for Peace's. It is:

- Collaborative: achieved through collaboration between professionals, children and young people, families and communities
- Ecological: considers the links between the spaces where young people experience harm and how these spaces are shaped by inequalities

- Rights-based: rooted in, and seek to protect, children's rights and human rights
- Strengths-based: builds on the strengths of individuals and communities to achieve change
- Evidence-informed: grounded in the reality of how life happens. Proposes solutions that are informed by the lived experiences of young people, families, communities and practitioners

Transitional Safeguarding is an emergent concept, which aims to stimulate evidence-informed organisational and multi-agency local safeguarding systems change across services for children's and adults' safeguarding. Transitional Safeguarding is not a model, nor a prescribed approach, but a term that has been used by Research in Practice to highlight the need to improve the safeguarding response to older teenagers and young adults in a way that recognises their developmental needs. This argument is made in a briefing for local authorities, published in 2018⁵, that draws on both Contextual Safeguarding and Complex Safeguarding as well as emerging evidence that adolescence extends into the early/mid- twenties and that the artificial division of social care services reduces support for and increases risk to those transitioning into adulthood.

Contextual safeguarding¹ is an approach to **safeguarding** that responds to young people's experiences of harm outside of the home, for example, with peers, in schools and in neighbourhoods **Contextual safeguarding** framework provides specific reference to how contexts relate to each other and inform young people's behaviours

Child protection refers to the processes undertaken to protect children and young people who have been identified as suffering, or being at risk of suffering, significant harm.

⁵Sawyer SM, Azzopardi PS, Wickramaratne D, Patton GC (2018) *The age of adolescence*. *Lancet Child and Adolescent Health* 2(3):223–228

Significant Harm: where the child is suffering, or likely to suffer significant harm. The term derives from the Children Act 1989 which introduced the concept as the threshold that justifies compulsory intervention by the appropriate authorities in family life in the best interest of children.

Staff refers to all those working for or on behalf of Fight for Peace, full time or part time, temporary or permanent, in either a paid or voluntary capacity.

Child includes everyone up to the day of their 18th birthday. The term ‘ **child or young people**’ is used throughout this policy as it is a term that we feel is more representative of those aged under 18 who we seek to support.

Parent refers to birth parents and other adults who are in a parenting role, for example stepparents, foster carers and legal guardians.

This policy should be read alongside Fight for Peace's Safeguarding Adults Policy.

Section 1 - Safeguarding Policy

1. Introduction

Safeguarding is core business for Fight for Peace. We acknowledge our duty of care to safeguard and promote the welfare of children and young people and are committed to ensuring that safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice across the youth and sport sectors. Safeguarding adds value to all elements of our work and supports our ability to contribute to improved outcomes for young people and to promoting their ability to respond positively in the face of adversity.

All staff and volunteers at Fight for Peace will be made aware that the policy exists, what it aims to achieve and the steps that will be taken to achieve those aims. This policy will also be promoted to alliance and delivery partners and to all key stakeholders (including young people and members who are engaged in Fight for Peace's activities and programmes) through appropriate mechanisms and formats and via Fight for Peace's website.

Our safeguarding policy is supported by our **Champions Code** (the Fight for Peace Code of Conduct) to ensure that all stakeholders understand the behaviours and attitudes expected of our workforce, members and participants which are aligned to Fight for Peace's values and mission. All staff will be introduced to Fight for Peace's safeguarding policies as part of their induction process and are required to formally sign up to complying with the policy and committing to adhering to the safeguarding procedures set out in it. It will be used, along with the Champions Code, in supervisions and appraisals as a tool to hold us all accountable to the high standards which are critical to providing the best support to young people.

2. Policy statement

2.1 Fight for Peace takes its extended moral and legal duty of care in relation to young people and adults at risk very seriously.

2.2 Fight for Peace is committed to providing a safe and positive environment for everyone involved in its services and activities.. The welfare and support of children and young people to achieve their full potential is critical to building a more positive future both locally and nationally.

2.3 We are committed to ensuring that our safeguarding framework is fit for purpose within the context of our young people's often challenging and complex lives. This policy and procedures seek to support consistent, positive, confident, informed, responsive and defensible practice that keeps the needs and voice of each young person central to all our decision-making.

2.4 Inline with The Children's Act 1989, we will work toward promoting the rights of support and protection for young people to improve social outcomes,

2.5 Fight for Peace also believes that people with lived experience of social disadvantage and challenges have some of the best solutions and skills to improve outcomes for themselves and

others.

2.6 Fight for Peace is committed to working in partnership with young people who are engaged with our activities and programmes to ensure that their voices are central to safeguarding decision-making and to recognise the range of risks, behaviours, and developmental needs unique to adolescents. This means enabling them to experiment and take proportionate risks but acknowledging that they may still lack the maturity of an adult and supporting those risks appropriately.

2.7 We endeavour to promote an environment and services within which young people are respected and valued. We will ensure that our workforce is alert to concerns and indicators of harm and/or abuse and implement this policy and procedures to ensure that children and young people receive effective support, protection and social justice.

2.8 Fight for Peace is committed to working with local statutory agencies, services (for young people and adults at risk) and safeguarding partners to support the provision of safeguarding information and resources relevant to the local communities and service users and in appropriate and accessible formats for young people and those with communication support needs.

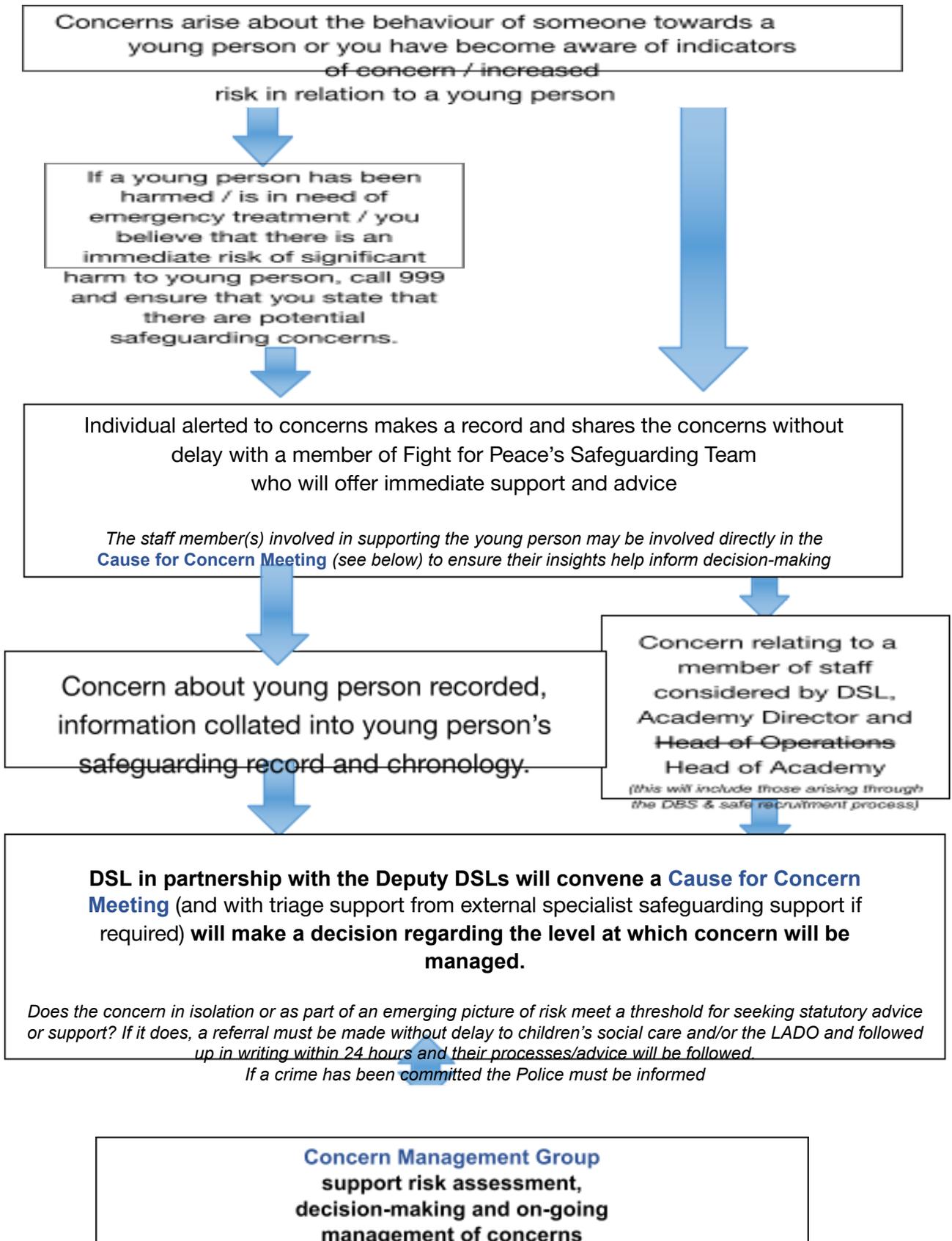
3. Policy principles

- The welfare and interests of children and young people are paramount.
- All children and young people have equal rights to protection, regardless of age, ability or disability, culture, race, language, religion or beliefs, sexual orientation, gender or gender identity.
- Safeguarding is everybody's responsibility. All staff and volunteers have a responsibility to respond positively in response to any concerns, suspicion or disclosure that may suggest a young person is at risk of harm.
- Young people, volunteers and staff involved in child protection issues will receive appropriate support.
- Staff and volunteers will be subject to robust and appropriate safe recruitment checks
- Fight for Peace staff and volunteers will receive appropriate learning and training opportunities to ensure that they can make informed and confident responses to concerns and safeguarding issues.
- Fight for Peace is committed to providing a safe and positive environment for all young people to engage with our offer of Sport and non Sport activities to the best of their abilities.
- We will work in partnership with young people and their families. We believe that effective safeguarding of young people can only be achieved by putting and keeping their welfare central to all decision-making and by every individual and agency playing their full part, working together to meet the needs of the most vulnerable young people.
- Fight for Peace is committed to working with local statutory agencies, services (for young people and adults at risk) and safeguarding partners to support the provision of safeguarding information and resources relevant to the local communities and service users and in appropriate and accessible formats for young people and those with communication

support needs.

4. Reporting Flowchart: Do you have a concern about a young person?

It is not your responsibility to decide whether or not a child or young person has been abused. Never wait until you are certain as this is likely to have a poor outcome for that young person. If you have any concerns about a young person's welfare or safety, you must act upon these concerns. Contact details for internal designated staff and for external support can be found on page 2 of this policy and in Appendix One.



5. Safeguarding and Fight for Peace Values

Fight for Peace values are set out below and call upon each and every individual who works for, or on behalf of, our organisation to be brave, inclusive and accountable.

1. **Embracing:**

We believe in a society without exclusion. Everyone is welcome.

2. **Champion**

We work with pragmatism and preparedness to be the best in all we do.

3. **Solidarity**

We work in unity across our staff, young people and the community.

4. **Inspiring**

We aim to inspire our young people and be inspired by them.

5. **Courage**

We work where there is need and are proud to stand up for peace.

These are critical values which underpin Fight for Peace's expectation that staff will demonstrate and encourage behaviours and attitudes which support positive safeguarding practices, and improved experiences and outcomes for those that we work with and seek to support.

Staff are encouraged to share concerns, however small and irrespective of the source of concern, and to be fearless and accountable in maintaining and promoting a focus upon the rights and protection of the young people we work with and for. This is essential to ensure that our activities are genuinely inclusive and equitable, challenging any potential abuses of power and trust.

Safeguarding is everybody's responsibility, and we must all play our part in ensuring that concerns are responded to positively and in an informed, proportionate and consistent way. This includes being brave enough to challenge any potentially harmful or negative behaviours which are not aligned to Fight for Peace values and Champions Code.

Any concerns arising in relation to the wider community, those who are former staff members and/or individuals not directly involved with Fight for Peace must also never be ignored and should be responded to in accordance with this policy.

As well as Fight for Peace staff being aware and acting upon our safeguarding policies, we will ensure that all partner organisations are alert to their safeguarding responsibilities and give a formal commitment to meeting safeguarding standards in line with this policy.

6. Roles and Responsibilities

In the form of RACI- Responsible/Accountable/Consulted/Informed

Fight for Peace is fully committed to safeguarding and child protection, and all those who work for Fight for Peace in any capacity have a duty to safeguard and promote the welfare of young people, regardless of whether their role involves direct contact with children. It is the responsibility of all those who work for Fight for Peace to ensure that they read and

understand this policy.

The Board has collective responsibility to ensure that the organisation operates safely and in-line with its Safeguarding and Health and Safety legal and statutory duties.

All Board members must be aware of their responsibilities and be confident that the organisation strategy reflects the necessary and appropriate Safeguarding requirements and promotes a Safeguarding culture.

All Board members are responsible for the policies and practices that underpin the organisations Safeguarding approach and :

The Chair will ensure that the Board agenda regularly makes time for discussion about Safeguarding performance in the organisation and support the Safeguarding Trustee in the execution of their duties, including ensuring appropriate training is carried out, and supporting the designated Safeguarding Trustee in raising concerns around performance.

The designated Safeguarding Trustee provides oversight and assurance to the Board regarding safeguarding matters and responsibilities are set out in the Trustee Job description.

Young People will be consulted and engaged

The designated Safeguarding Trustee will meet independently with young people and members at least twice a year to seek their views and opinions on the safety of the service and identify where if any improvements can be made.

Specific other responsible individuals :

- **The Academy Director** will take lead **responsibility** in ensuring that this policy is adhered to, and that appropriate action is taken where a staff member is found to have acted in a way that is contrary to this policy. Their roles include overseeing safeguarding arrangements including ensuring relevant policies and procedures are in place and reviewed/updated and ensuring that the safeguarding framework and implementation plan are regularly reviewed and revised through the **Safeguarding Steering Group** to monitor Fight for Peace's safeguarding arrangements and identify actions for improvement.
- **The Chief Executive** has overall **accountability** for all matters concerning safeguarding and child protection and the Board of Trustees will ensure that safeguarding is a standing agenda item for consideration at all Board meetings.
- **The Designated Safeguarding Lead (DSL)** is the owner of this policy and is consulted in the decision making by the CEO .The DSL is responsible for safeguarding and promoting young people's welfare, supporting staff with concerns and (in consultation with the Safeguarding Team and through Cause for Concern meetings and Fight for Peace's **Concern Management Group** process) ensuring that appropriate expertise, experience, independence and scrutiny are applied to the management of concerns, ensuring that referrals are made appropriately to statutory agencies. The DSL will also take **responsibility** for identifying key learning, themes, issues and priorities for action from the management of concerns and any training and learning needs for the Fight for Peace's workforce.
- The DSL is supported in this role by the two Deputy DSLs and by the Designated Lead Trustee for Safeguarding who will be **consulted** in developing this policy.
- Young People, parents and partners will be **informed** about our policies and procedures and how they are supported.

(The Terms of Reference for the Safeguarding Steering Group and the Case Management Group can be seen in Appendix Five.)

7. Safer recruitment

Fight for Peace recognises that our staff and volunteers are our greatest resource. We take our responsibilities for ensuring that any individuals working with us are not just appropriately experienced and qualified but also suitable and appropriate to work within our services.

Our recruitment and selection policy sets out this commitment which includes a robust approach to advertisement and applications to ensure our safeguarding commitment is clearly communicated, interviews which explore behaviours and attitudes, criminal record checks through the Disclosure and Barring Service (DBS), the take up of references and verifying the applicant's identity, qualifications, right to work documentation and employment/volunteering history.

All staff engaged in any way in activities involving responsibilities for our young people are required to have an enhanced level DBS check and will not be allowed to work in any capacity until clearance has been received by Fight for Peace's DSL. Any safeguarding concerns which arise as a result of the recruitment and/or DBS processes will be triaged with the Chair of the Concern Management Group (*see Appendix Five*).

8. Positions of Power and Trust (see Appendix Seven)

Sections 16 to 19 of the Sexual Offences Act 2000 (the Act) created a new offence of abuse of trust, applying to the whole of the UK. **All staff at Fight for Peace (including support staff) are considered to hold Positions of Trust** in relation to young people and members who are participating in Fight for Peace activities and programmes, irrespective of the age of those involved.

9. Young people who may be additionally vulnerable

Some young people may be at increased risk of harm or abuse. To ensure that all children and young people involved in Fight for Peace activities receive equal protection, we will give special consideration in the way we work with those who are:

- disabled or have communication and language differences
- young or lone carers
- affected by parental substance misuse, domestic violence or parental mental health needs
- experiencing social deprivation
- refugees and asylum seekers
- living away from home or Looked After Children (including care leavers)
- vulnerable to being bullied, or engaging in bullying
- living in temporary accommodation
- living transient lifestyles
- living in chaotic and unsupportive home situations
- vulnerable to discrimination and maltreatment on the grounds of race, ethnicity,

religion, disability, gender, gender identity or sexuality

- at risk of sexual and/or criminal exploitation
- do not have English as a first language

- at risk of female genital mutilation (FGM)
- at risk of forced marriage
- at risk of being radicalised or drawn into extremism
- victims or survivors of prior abuse
- those who have been displaced by conflict and trauma
- associated with gangs, serious violence and exploitation

10. Recognition of safeguarding concerns and abuse- Training and knowledge

Fight for Peace is committed to ensuring that we have a confident and competent workforce who understand and embed good safeguarding practice.

Staff will be provided with training and learning opportunities appropriate to their roles and responsibilities to ensure that our workforce is alert and aware of indicators of concern and that they have an understanding of contextual and transitional safeguarding, trauma-informed practice and, through an awareness of intersectionality, can better understand the overlapping and interdependent factors impacting young people (race, class, gender, physical appearance, faith/religion, sexuality, trauma, poverty etc).

The training, supervision and mentoring arrangements for staff aim to ensure positive and consistent responses to any safeguarding concerns which may arise.

New staff and Board members will receive a briefing during their induction, which includes orientation to Fight for Peace's safeguarding policies and procedures, the Champions Code, reporting and recording arrangements, and details for the Designated Safeguarding Team. All staff, including the Designated staff and Board members will receive training that is regularly updated. Staff will also receive safeguarding updates via email, staff meetings, mentoring and supervision throughout the year

Section 2 - Safeguarding Procedures

1. Responding to concerns, allegations and disclosures

See Flowchart on page 4 of this policy

All staff at Fight for Peace including support staff, volunteers and members have a responsibility to ensure the safety and welfare of children and young people and to take appropriate steps to ensure that all concerns are taken seriously and responded to confidently and appropriately.

Concerns may arise as a result of issues arising in Fight for Peace activities or within families and communities where our staff are working. The young person's behaviour may have changed, they may show signs of confusion or distress, or physical indicators may

have been noticed. It is important that staff understand that early and helpful interventions, including open and supportive exploration of any potential risks with the young person, are supported

by practice which enables all relevant contextual information relating to an individual's strengths and potential vulnerabilities/risk to be gathered in a sensitive and confidential way.

Disclosures are rare and, when they do occur, they are usually a process over time rather than a one-off event. More commonly, concerns will be indicated through changes in behaviour and non-verbal indicators. Good safeguarding practice requires an aware workforce, supported by appropriate training and supervision who can respond sensitively and with confidence, creating safe spaces where young people feel heard and valued.

Remember:

- Never ignore anything that might indicate cause for concern, that risks around a young person are increasing or that abuse may be taking place.
- If you are concerned that a young person is at immediate risk of significant harm, take action to protect them by ringing 999.
- Share concerns fully as soon as possible with a member of the Safeguarding Team.
- Only share sensitive and confidential information on a 'need to know' basis with other staff or professionals.
- Clarify concerns where possible (can you explain, can you describe what you mean by [*quote something they have said*]? Can you tell me anything more about.) but do not investigate.
- Always record everything clearly and accurately.
- Don't work in isolation, work collaboratively with other staff and professionals.
- Always seek the views of the young person directly wherever this is possible.
- Look for the patterns in small concerns – you may build up a full picture over time.
- Consider each young person as an individual.

If a young person shares concerns or discloses abuse to you:

Do:

- Thank them for trusting you.
- Tell the young person they've done the right thing by telling you.
- Remain calm and not overreact.
- Give reassuring nods or words of comfort – 'I'm so sorry this has happened', 'I want to help', 'This isn't your fault', 'You are doing the right thing in talking to me'.
- Not be afraid of silences.
- Listen and accept.
- Try not to interrupt.
- Inform the young person of what you are going to do next.

Don't:

- Promise confidentiality – you may need to share information with others to access support, ensure that appropriate action is taken, and the concern managed appropriately.
- Automatically offer any physical touch as comfort. If the child or young person is upset and initiates the contact themselves, this should be recorded and reported.
- Work in isolation as this increases risks for young people and for staff. Seek

support and advice from the DSL as soon as possible. Safeguarding issues can have a significant impact and it is important that staff are supported appropriately.

- Ask leading questions.
- Ask the young person to repeat the disclosure several times.

If a young person discloses – or you suspect – that they are in possession of an illegal item or possibly engaged in criminal activity, you must in first instance ensure the safety of that child

and of yourself. The same Do's and Don'ts apply when dealing with such a disclosure or concern in the short-term, but **where a crime has been or may have been committed you must report this to Police.**

2. Record Keeping

It is essential that critical information is not held in the heads of members of the workforce and that a team approach is taken to building a picture of risks, vulnerabilities and strengths that can enable an informed assessment of Fight for Peace interventions which can support and promote the welfare of that young person or mitigate against any risks of significant harm.

Remember:

- Recording should be timely – undertaken as soon as practicable.
- Date, time and sign record.
- Store securely – database that supports effective safeguarding practice (chronologies, analysis, multi-agency working, record transfer).
- Limit access (need to know basis, secure transfer, storage and retention).
- Record verbatim notes of what the person says.
- Distinguish between fact, opinion and hearsay.
- Do not omit anything - describe the young person / individual / context / those around the young person.
- Don't be over concerned with the record not being 'complete'.
- Make it as full as possible to trigger your own recollections.
- Addendums can be added but the original record should not be altered.

Failure to record information can lead to uninformed action and unintended adverse outcomes, irrespective of good intent. We have a collective responsibility to work together effectively and to include young people wherever possible in our decision-making to ensure that are supported effectively through informed and proportionate actions and interventions. It is not the responsibility of anyone within Fight for Peace to decide whether or not child abuse has taken place, nor should staff wait until either they are certain, or a threshold of 'abuse' has been met. It is never an option to do nothing if you become aware of concerns. These should be shared with a member of the Safeguarding Team or statutory agencies without delay so that advice can be sought, and appropriate action taken.

It is however recognised that an individual may need to respond to a situation immediately and prior to such contact if the nature of the concern indicates that a young person may be at immediate risk of significant harm or immediate danger. Once the emergency has subsided **Safeguarding must be informed** and records must be updated.

If a young person does not wish to be named and staff are in any doubt about how to proceed, advice must be sought from the local Children's Social Care Duty Social Worker. This should preferably be done via a member of the Fight for Peace Safeguarding Team.

3. Notifying parents

Fight for Peace will normally seek to discuss any concerns about a child or young person with their parent unless this is likely to increase risk or distress. This must be handled sensitively, and the DSL will make contact with the parent in the event of a concern,

suspicion or disclosure.

Our focus is the safety and wellbeing of the young person. Their wishes and feelings will be listened to and recorded. If Fight for Peace believes that notifying parents could increase

the risk to the child/young person or exacerbate the problem, advice will first be sought from children's social care and/or the police before parents are contacted.

4. Raising concerns about a member of staff or a colleague

Staff who are concerned about the behaviour of a colleague towards a young person or member are undoubtedly placed in a very difficult situation. They may worry that they have misunderstood the situation and they will wonder whether a report could jeopardise their colleague's career. All staff must remember that the welfare of children and young people (and all potentially vulnerable service users) must always be the paramount consideration. Fight for Peace's protected disclosure policy enables staff to raise concerns or allegations, initially in confidence and for a sensitive enquiry to take place.

All concerns about the behaviour or attitudes of colleagues should be reported to the Safeguarding Team. Complaints about the Designated Safeguarding Leads should be reported to the CEO.

The Local Authority Designated Officer / Team (LADO) will be notified of any significant concerns relating to staff and a member of Fight for Peace's Safeguarding Team will consult with the police and children's social care as appropriate.

Local authorities must ensure that allegations against people who work with children are not dealt with in isolation. Any action necessary to address corresponding welfare concerns in relation to the child or children involved should be taken without delay and in a coordinated manner. Local authorities have a designated officer (the LADO), or team of officers (either as part of multi-agency arrangements or otherwise), who support the management and oversight of allegations against people who work with children. These officers are qualified and experienced to be able to fulfil this role effectively, for example qualified social workers. Any allegations relating to Fight for Peace staff or volunteers who work with young people will be passed to the designated officer, or team of officers, without delay.

Staff may also report their concerns directly to the LADO, children's social care, the police or the NSPCC if they believe direct reporting is necessary to secure action. Within Newham this reporting is via the Multi-Agency Safeguarding Hub (MASH). Useful internal and external contact details are listed in Appendix One of this policy. Where there is a complaint against a member of Fight for Peace's staff then one of the following may occur:

- A criminal investigation led by the Police
- A child protection investigation led in a multi-agency approach by the Local Authority
- A disciplinary or misconduct investigation led by Fight for Peace

Fight for Peace will delay an internal disciplinary or misconduct investigation pending the outcome of any criminal or local authority investigation (see Fight for Peace's *Complaints and Disciplinary Policy*). Whilst external investigations are on-going temporary suspension of a member of staff will be considered. This is a neutral act and intended to protect all parties. Concerns arising through the safe recruitment and DBS processes will also be considered by the Safeguarding Concern Management Group in accordance with this policy.

5. Non-recent and Historic Concern

All concerns will be taken seriously by Fight for Peace and responded to positively irrespective of when they arose. Evidence demonstrates that non-recent/historic concerns may indicate current risks and therefore Fight for Peace encourages anybody with concerns to share this information without delay with a member of the Safeguarding Team.

Please also see Fight for Peace's protected disclosure policy. Staff will be supported and protected if they share concerns in good faith even if those concerns subsequently appear to be unsubstantiated or unfounded.

6. Online and electronic communication (see *Fight for Peace's mobile phone and online communications policy*)

The online environment presents one of the greatest areas of risk for young people in relation to peer-on-peer abuse and grooming, where private and hidden communications can take place. Grooming techniques can be used to prepare children for sexual abuse and exploitation, radicalisation (Department for Education (DfE), 2017) and criminal exploitation (All Party Parliamentary Group for Runaway and Missing Children and Adults, 2017).

Any concerns which relate to social media or online communications should be taken very seriously. If an individual who has poor intent is challenged or questioned it is possible that they will delete texts/messages/images in order to erase any evidence or apply pressure upon those impacted. For this reason, wherever possible any concerns should be shared immediately with the Safeguarding Team (irrespective of whether the concerns relate to a colleague or a young person) before any conversations are initiated with the individuals concerned.

Online communications also provide significant benefits when used responsibly. Fight for Peace provides advice to staff and volunteers regarding their personal online activity and electronic communication. During 2020 many Fight for Peace services and support moved to remote delivery through online platforms (e.g., Zoom, Instagram) and via mobile phones. This is a new and necessary way of working for Fight for Peace and the increased safeguarding risks are acknowledged. Fight for Peace also provides clear guidance regarding online contact and electronic communication with participants and service users (children and young people/adults at risk).

The following measures and policy position was agreed where staff are working unsupervised and having 1-2-1 conversations online or remotely with young people:

- Any member of staff undertaking work with members and participants remotely must have been subject to a full and appropriate safeguarding recruitment process.
- Each member should be given the contact numbers (designated safeguarding leads and external helplines) to call if they feel uncomfortable or have any worries. They should be given a copy of the Champions Code so that they are clear about what they should expect from Fight for Peace's workforce.
- Staff should have signed to indicate that they have read, understood and agree to abide by the safeguarding policy, procedures and Champions Code.
- Staff must be aware of how they can access support e.g., if they are concerned

(about the person they are supporting / that they are being misinterpreted / that the young person is not respecting professional boundaries / that they have not handled a situation well / what they've said has had an unintended impact, etc).

- All stakeholders should be able to demonstrate/explain how they can access support and who the designated safeguarding leads for Fight for Peace are.
- Coaching and youth worker have largely used social media platforms for communication. Any social media communications should undertake via a Fight for Peace account, not a personal account, and subject to the same measures as set out above. Fight for Peace social media accounts should be operated by more than one staff member and be subject to management, oversight, moderation and challenge.
- Staff supervision and line management are critical factors in reducing safeguarding risks and promoting safer practices.
- Personal mobiles must not be used for communications with members and the numbers provided to members should only be for Fight for Peace owned and issued mobile phones.
- Records should be maintained for all work undertaken remotely and any concerns arising through this contact (date, time, duration, participant[s], platform or method of contact). Meetings / sessions should only be recorded with the informed consent of participants and/or their parents/carers.
- Staff found to be in breach of Fight for Peace's Online and Electronic Communication policy and guidance may be subject to disciplinary action and/or internal/external investigation.

7. Sexting / Youth Produced Sexual Imagery

There is no one accepted definition of 'sexting' but professionals agree that it refers to the sending or posting of sexually suggestive images, including nude or semi-nude photographs of a person under 18 years of age, via mobiles or over the internet. The UK Council for Child Internet Safety defines sexting as the production and/or sharing of sexual photos and videos of and by young people who are under the age of 18. It includes nude or nearly nude images and/or sexual acts. It is also referred to as 'youth produced sexual imagery'.

'Sexting' does not include the sharing of sexual photos and videos of under-18-year-olds with or by adults. This is a form of child sexual abuse and must be referred to the police.

Guidance for staff and volunteers dealing with sexting incident/disclosure:

- The incident should be referred to a member of the Safeguarding Team immediately who will clarify the concerns with any staff involved in reporting and ensure concerns are accurately recorded.
- Never view, download or share the imagery yourself, or ask a child to share or download – this is illegal.
- If you have already viewed the imagery by accident (e.g., if a young person has showed it to you before you could ask them not to), report this to a member of the Safeguarding Team.
- Do not delete the imagery and ensure that the young person is asked not to delete images or messages relating to the concern.
- Do not ask the young person(s) who are involved in the incident to disclose information regarding the imagery. This is the responsibility of a member of the Safeguarding Team or the police.
- Do not share information about the incident with other members of staff, the young person(s) it involves or their, or other, parents and/or carers.

- Do not say or do anything to blame or shame any young people involved.
- Do explain to them that you need to report it and reassure them that they will receive support and help from the Fight for Peace staff and a member of the Safeguarding Team where appropriate.
- If there is a concern a young person has been caused distress, harmed or is at risk of harm a referral will be made to the police immediately. The police do not seek to criminalise young people but take sexting very seriously and will take appropriate action which may include seizure of devices and speaking to the young people involved. On-line abuse through sexting can have very serious consequences and undertaking an investigation by staff, however well intended, can lead to images and evidence being deleted which prevents appropriate action being taken to support and/or educate those involved or impacted by these issues. Parents will be informed at an early stage and involved in the process unless the police advise against this or there is good reason to believe that involving parents would put the young person at risk of harm.

8. Working with other organisations and delivery partners

The need to support a shared understanding of safeguarding policy (statutory obligations, policy and procedural frameworks) and practice expectations across the Fight for Peace Alliance Programme and other delivery partners is recognised. Fight for Peace takes its responsibility to ensure that safeguarding is a core consideration in any partnership arrangements very seriously and seeks to positively influence those organisations it works in partnership with. Current arrangements ensure that all partner organisations and Alliance partners have appropriate and proportionate safeguarding policies and procedures in place. It is not within Fight for Peace's resources or capacity to ensure or monitor implementation.

Fight for Peace makes expectations around minimum operating standards in relation to safeguarding clear and explicit to ensure that safeguarding arrangements address key areas of statutory and sector responsibilities. This is addressed through the communications and agreements in place to support a consistent understanding of safeguarding as a core issue and which support clarity around expectations in relation to the accountability of each organisation.

9. Confidentiality and sharing information

All staff will understand that safeguarding issues warrant a high level of confidentiality, not only out of respect for the person and staff involved but also to ensure that information being shared does not potentially compromise evidence or any subsequent investigation.

Staff should only discuss concerns with a member of the Safeguarding Team who will undertake an initial assessment of risk (Cause for Concern Meeting) and seek independent safeguarding expertise as required (triage). The DSL will then decide who else needs to be informed on a 'need-to-know' basis. Any member of staff can contact children's social care or the police where appropriate if they are concerned about a child or young person. The management of all concerns will then be considered regularly as new information is gathered and clarified through the Concern Management Group and Cause for Concern meeting processes.

Safeguarding information will be stored and handled in line with the Data Protection Act 1998. Information sharing is guided by the following rules and principles⁶:

1. Neither data protection legislation and guidance (including GDPR) or human rights law are barriers to sharing information in the interests of safeguarding
2. Be open and honest
3. Seek advice (from a member of the safeguarding team or statutory agencies)
4. Share information with consent where possible
5. Always consider safety and wellbeing
6. The information shared is necessary, proportionate, relevant, adequate, accurate, timely and secure
7. A record must be kept of your actions, decision & reasons for it

Information sharing decisions must be recorded, whether or not the decision is taken to share. Records of concern and other written information will be stored in a locked facility with restricted access and any electronic information will be stored in a protected file, transferred securely and only made available to appropriate individuals.

Safeguarding records are normally exempt from the disclosure provisions of the Data Protection Act, which means that children and young people and parents do not have an automatic right to see them. If any member of staff receives a request to see safeguarding records, they will refer the request to the DSL or ~~Head of Operations~~ Head of Academy (see contact details on page 10 of this policy).

⁶ HM Government (2018). *Information sharing advice for practitioners providing safeguarding services to children and young people, young people, parents and carers.*

10. Referral to children's social care or the statutory agencies

A member of the safeguarding team will make a referral to children and young people's social care if it is believed that a child or young person is suffering or is at risk of suffering significant harm. The child (subject to their age and understanding) and the parents will be told that a referral is being made, unless to do so would increase the risk to the child or young person. Any member of staff may make a direct referral to children and young people's social care if they believe independent advice and action is necessary to protect a child or young person. They should ensure that a member of the safeguarding team is made aware that this has happened so that Fight for Peace can provide continuing support, advice and multi-agency cooperation. Staff should follow the reporting procedures outlined in this policy (and in the flowchart on page 3 of this policy, but they may also share information directly with children's social care, police or the NSPCC if:

- The situation is an emergency and none of the safeguarding team is available
- They are convinced that a direct report is the only way to ensure the child or young person's safety
- For any other reason they make a judgement that direct referral is in the best interests of the child or young person.

11. Peer on peer abuse (see also Appendix Two)

Children and young people may be harmed by other children and young people. The rising awareness and prevalence of peer-on-peer abuse and sexual violence is emphasised in the government's statutory guidance, Keeping Children Safe in Education (2020). Fight for Peace is alert to the significant harm caused by peer-on-peer abuse and bullying and staff must take any concerns very seriously.

Peer on peer abuse can take many forms, including:

- **physical abuse** such as biting, hitting, kicking or hair pulling
- **sexually harmful behaviour/sexual abuse** such as inappropriate sexual language, touching, sexual assault
- **sexting**, including pressuring another person to send a sexual imagery or video content
- **teenage relationship abuse** - defined as a pattern of actual or threatened acts of physical, sexual or emotional abuse, perpetrated against a current or former partner. A form of domestic violence
- **initiation/hazing** - used to induct newcomers into a gang or group setting by coercing, forcing or subjecting them to a series of potentially humiliating, embarrassing or abusing trials which aim to promote a bond between group members
- **prejudiced behaviour** - a range of behaviours which causes someone to feel powerless, worthless or excluded and which relates to prejudices around belonging, identity and equality, in particular prejudices linked to disabilities, special educational needs, ethnic, cultural and religious backgrounds, gender and sexual identity.

Abuse is abuse and should never be tolerated or passed off as 'banter' or normalised. Different gender issues may be prevalent when dealing with peer-on-peer abuse, for example girls being sexually touched/assaulted or boys being subject to initiation/hazing type violence, but this should not allow gender stereotyping to cloud assessments.

All allegations of peer on peer abuse should be passed to a member of the Safeguarding Team immediately. They will then be investigated and dealt with as follows:

- **Information gathering** - children and young people, staff and witnesses will be spoken with as soon as possible to gather relevant information quickly to understand the situation and assess both the impact and whether there was intent to cause harm.
- **Decide on action** - if it is believed that any young person is at risk of significant harm, a referral will be made to children's social care. A member of the safeguarding team will then work with children's social care to decide on next steps, **which may include contacting the police.**
- **Inform parents** - as with other concerns of abuse, Fight for Peace staff will normally seek to discuss concerns about a child with parents. Our focus is the safety and wellbeing of the child and so if Fight for Peace believes that notifying parents could increase the risk to the child or exacerbate the problem, advice will first be sought from children's social care and/or the police before parents are contacted.

12. Supporting those impacted by peer abuse and bullying

The support required for a child or young person who has been harmed will depend on their circumstances, resilience and the nature and impact of the abuse. Support could include counselling, mentoring, the support of family and friends and/or support with improving peer relationships or some restorative justice work.

Support may also be required for the child/young person that exhibited harmful behaviour. We will seek to understand why the child acted in this way and consider what support may be required to help them change behaviours. Once it is felt that those needs have been met, the consequences for the harm caused or intended will be addressed with them in partnership with parents and external agencies as required.

13. Escalation

It is important that all relevant individuals are informed at appropriate stages. (the decisions to be taken and by whom are covered elsewhere in this document)including the Board. Escalation to Board will initially be to the Chair.

The decision to escalate to the Board will be made by the CEO or Academy Director if the CEO is unavailable

Escalation matrix

	Day to day Safeguarding concerns	Specific cases of concern not yet referred	Serious Cases referred to Police or LADO	Safeguarding cases involving staff	DBS concerns
Safeguarding committee	x	x	x	Person by Person basis	
Academy Director	x	x	x	x	case by case basis
CEO		x		x	x
CMG		x	x	x	x
Board			x	x	

END

Appendixes

Appendix One - Sources of Advice and Support

Concerns should be shared with Fight for Peace's Safeguarding Team. Contact numbers are provided below:

Designated Safeguarding Lead (DSL):

Jamie Lowe, Head of Academy

Contact details:

Email: jamie@fightforpeace.net

Mob: 07436 035 668

Deputy DSLs:

Sérgio Prata, Mentoring Coordinator

Contact details:

Email: s.prata@fightforpeace.net

Mob: 07436 804469

Maria Gomes, Mentoring Lead

Contact details:

Email: maria.gomes@fightforpeace.net

Mob: 07483 318944

External Sources of Support

Newham Multi-Agency Safeguarding Hub:

MASH opening hours are Monday to Thursday, 9am to 5.15pm or Friday 9am to 5.00pm

Email: MASH@newham.gov.uk

Tel: 020 3373 4600 option 3

Out of Hours: 020 8430 2000

London Multi-Agency Adult Safeguarding Policy and Procedures (April 2019)

<https://londonadass.org.uk/wp-content/uploads/2019/05/2019.04.23-Review-of-the-Multi-Agency-Adult-Safeguarding-policy-and-procedures-final-.pdf>

Association of Directors of Adult Social Services (adass)

London Safeguarding Resources

<https://londonadass.org.uk/safeguarding/>

Police:

Emergency: 999

Local: Call 101 and ask for the local Constabulary's Child Protection Team in the area in which concerns have arisen

Ann Craft Trust (ACT)

A national organisation providing information and advice about adult safeguarding. ACT have a specialist Safeguarding Adults in Sport and Activity team to support the sector

Tel: 0115 951 5400

Email: Ann-Craft-Trust@nottingham.ac.uk

NSPCC Helpline: 0808 800 5000

NSPCC Whistleblowing Helpline for Professionals: 0800 028 0285

Individuals should be encouraged to speak to their GP in all instances where they have any health support issues e.g. mental health, depression, anxiety, struggling to cope, unmet healthcare needs

Numbers to note: NHS: 111 and Emergency Services: 999

Samaritans: 116 123 Email: jo@samaritans.org

This helpline is for anyone who needs support with anxiety, depression, worries or concerns. They can help you to talk through anything which is troubling you and offer help and support. 24 hours a day, 365 days a year, free to call.

Mind Infoline: 0300 123 3393 Email: info@mind.org.uk

For anyone who needs to discuss mental health problems, where to get help, medication and alternative treatments and advocacy. Lines are open 9am to 6pm, Monday to Fridays except Bank Holidays.

SANeline: 0300 304 7000

Support for mental health problems 4.30pm to 10.30pm daily.

SHOUT: Text 85258

The UK's first 24/7 text message support service. Offering a free and confidential platform for young people in crisis to have conversations around mental health so that no-one has to face their problems and fears alone.

<http://youngminds.org.uk>

FRANK: 0300 123 6600

National helpline providing advice and information about drugs

National Association for the Children of Alcoholics: 0800 358 3456

Free helpline for anyone whose parent(s) has an alcohol problem.

National LGBT+ Domestic Abuse Helpline

Tel: 0800 999 5428

National Domestic Violence Helpline: 0808 2000 247

This helpline is free and operates 24 hours a day to support anyone experiencing domestic abuse, domestic violence (including coercion and control), or worried about someone they know who may be experiencing this.

NAPAC: 0808 801 0331

Supporting recovery from abuse in childhood. The service is confidential, and the number won't show on your bill. 10am to 9pm Mon-Thurs and 10am to 6pm Fridays.

NSPCC: 0808 800 5000

If you're worried about a child, or you work with children and young people and need advice or information, the helpline is available 24 hours a day, 7 days a week.

Family Lives: 0808 800 2222

Provides advice and support to parents.

Men's Advice Line: 0808 801 0327

A confidential helpline for men experiencing domestic violence.

Beat: 0808 801 0677

Beat offers help and support to people affected by eating disorders. Provides details of support networks, self-help groups and Beat's national helpline.

CALM (Campaign Against Living Miserably): 0800 58 58 58

Webchat: <https://www.thecalmzone.net/help/webchat/>

A helpline for people in the UK who are down or have hit a wall for any reason, who need to talk or find information and support. (5pm – midnight 365 days a year)

Karma Nirvana: 0800 5999

Supporting victims of honour-based violence, abuse and forced marriage.

MOSAC: 0800 980 1958

Supports all non-abusing parents and carers whose children have been sexually abused.

Winston's Wish: 08088 020 021

Supports bereaved children, their families and the professionals who care for and support them.

PAPYRUS Hopeline: 0800 068 4141

Charity for the prevention of young suicide. (open 9am-midnight 365 days a year)

Email: pat@papyrus-uk.org

Hub of Hope

<https://hubofhope.co.uk/>

Chasing the Stigma (CTS) has launched the **Hub of Hope** - a national mental health database, bringing help and support together in one place, with a focus on clear and consistent pathways to mental health for all stakeholders across the UK.

Men's Advice Line

For male domestic abuse survivors

Tel: 0808 801 0327

Rape Crisis Federation of England and Wales

Rape Crisis was launched in 1996 and exists to provide a range of facilities and resources to enable the continuance and development of Rape Crisis Groups throughout Wales and England.

Email: info@rapecrisis.co.uk

www.rapecrisis.co.uk

Respond

Respond provides a range of services to victims and perpetrators of sexual abuse who have learning disabilities, and training and support to those working with them.

Tel: 020 7383 0700 or

0808 808 0700 (Helpline)

Email: services@respond.org.uk

www.respond.org.uk

Stop Hate Crime

Works to challenge all forms of Hate Crime and discrimination, based on any aspect of an individual's identity. Stop Hate UK provides independent, confidential and accessible reporting and support for victims, witnesses and third parties.

24 hours service:

Telephone: 0800 138 1625

Web Chat: www.stophateuk.org/talk-to-us/

E mail: talk@stophateuk.org

Text: 07717 989 025

Text relay: 18001 0800 138 1625

By post: PO Box 851, Leeds LS1 9QS

Susy Lamplugh Trust

The Trust is a leading authority on personal safety. Its role is to minimise the damage caused to individuals and to society by aggression in all its forms – physical, verbal and psychological.

Tel: 020 83921839

Fax: 020 8392 1830

Email: info@suzylamplugh.org

www.suzylamplugh.org

Victim Support

Provides practical advice and help, emotional support and reassurance to those who have suffered the effects of a crime.

Tel: 0808 168 9111

www.victimsupport.com

Women's Aid Federation of England and Wales

Women's Aid is a national domestic violence charity. It also runs a domestic violence online help service.

www.womensaid.org.uk/information-support

Appendix Two - Signs and indicators of concern, abuse and neglect

Abuse can take place in any context and by all manner of perpetrator. Abuse may be inflicted by anyone within the organisation or staff may suspect that an individual is being abused or neglected outside of a Fight for Peace setting. There are many signs and indicators that may suggest someone is being abused or neglected. There may be other explanations, but concerns should not be ignored. Indicators include but are not limited to:

- Unexplained bruises or injuries – or lack of medical attention when an injury is present.
- Person has belongings or money going missing.
- Person is not attending / no longer engaging with Fight for Peace support and contact.
- Someone losing or gaining weight / an unkempt appearance / marked deterioration in personal hygiene.
- A change in the behaviour or confidence of a person, particularly if this appears to be in relation to the presence of a specific individual(s).
- They may self-harm.
- They may have a fear of a particular group or individual.
- They may tell you / another person they are being abused (a disclosure).
- Harassing of an individual in relation to protected characteristics under the Equality Act.
- Not meeting the needs of the participant.
- Anybody intentionally striking another individual or unwanted physical contact.
- The sending of unwanted sexually explicit text messages to an individual.
- Threats of harm or abuse.
- Persistent blaming of an individual or undermining of their self-esteem and confidence.
- Indicators of substance misuse.
- Unexplained sources of income.

Fight for Peace recognises some of the reasons why adults may be at increased risk of abuse:

- Stereotyping
- Prejudice
- Discrimination, including ethnic or racial
- Isolation
- Low self-image and low self-esteem resulting in vulnerable self-presentation
- Lack of knowledge about appropriate behaviours by others
- Desire for acceptance, affection and attention
- Lack of social support and stability
- Poverty and unemployment
- Powerlessness to protect themselves
- Dependency upon others to care for them
- Inability to communicate that abuse has occurred (including language and communication differences)
- Mistrust of statutory and support agencies

Types of Abuse and Neglect

There are different types and patterns of abuse and neglect and different circumstances in which they may take place. Very few adults or young people would define themselves as being abused or exploited and it is important that the language we use does not stigmatise or serve to block individuals reflecting upon the behaviours, attitudes and impacts of those who may cause them harm or disempower them. The Care Act 2014 identifies the following as an illustrative guide and is not intended to be exhaustive list as to the sort of behaviour which could give rise to a safeguarding concern.

Self-neglect – this covers a wide range of behaviour: neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding.

Modern Slavery – encompasses slavery, human trafficking, forced labour and domestic servitude. Traffickers and slave masters use whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment

Domestic Abuse and coercive control – including psychological, physical, sexual, financial and emotional abuse. It also includes so called 'honour' based violence. It can occur between any family members.

Discriminatory Abuse – discrimination is abuse which centres on a difference or perceived difference particularly with respect to race, gender or disability or any of the protected characteristics of the Equality Act.

Organisational Abuse – including neglect and poor care practice within an institution or specific care setting such as a hospital or care home, for example, or in relation to care provided in one's own home. This may range from one off incidents to on-going ill-treatment. It can be through neglect or poor professional practice as a result of the structure, policies, processes and practices within an organisation.

Physical Abuse – including hitting, slapping, pushing, kicking, misuse of medication, restraint or inappropriate sanctions.

Sexual Abuse – including rape, indecent exposure, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography or witnessing sexual acts, indecent exposure and sexual assault or sexual acts to which the adult has not consented or was pressured into consenting.

Financial or Material Abuse – including theft, fraud, internet scamming, coercion in relation to an adult's financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits.

Neglect – including ignoring medical or physical care needs, failure to provide access to appropriate health social care or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating.

Emotional or Psychological Abuse – this includes threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks.

Not included in the Care Act 2014 but also relevant:

Cyber Bullying – cyber bullying occurs when someone repeatedly makes fun of another person online or repeatedly picks on another person through emails or text messages, or uses online forums with the intention of harming, damaging, humiliating or isolating another person. It can be used to carry out many different types of bullying (such as racist bullying, homophobic bullying, or bullying related to special educational needs and disabilities) but instead of the perpetrator carrying out the bullying face-to-face, they use technology as a means to do it.

Forced Marriage – forced marriage is a term used to describe a marriage in which one or both of the parties are married without their consent or against their will. A forced marriage differs from an arranged marriage, in which both parties consent to the assistance of a third party in identifying a spouse. The Anti-social Behaviour, Crime and Policing Act 2014 make it a criminal offence to force someone to marry. The forced marriage of adults with learning disabilities occurs when the adult does not have the capacity to consent to the marriage.

Mate Crime – a 'mate crime' (or 'mate hate') as defined by the Safety Net Project as 'when vulnerable people are befriended by members of the community who go on to exploit and take advantage of them. It may not be an illegal act but still has a negative effect on the individual.' Mate Crime is carried out by someone the adult knows and often happens in private. In recent years there have been a number of

Serious Case Reviews relating to people with a learning disability who were murdered or seriously harmed by people who purported to be their friend.

Misogyny, sexual violence and sexual harassment

Misogyny is the prejudice, hatred, dislike, or mistrust of women, manifested in various forms such as physical intimidation and abuse, sexual harassment and rape, social shunning and ostracism. This can prevail unchallenged in strongly male dominated environments and cultures. It can manifest as ingrained and institutionalised prejudice against women and sexism. These issues have been the source of concern and media attention in UK education and in wider society (#MeToo movement¹).

Microaggression

Microaggression is a term used for brief and commonplace daily verbal, behavioural or environmental indignities, whether intentional or unintentional, that communicate hostile, derogatory, or negative attitudes toward stigmatized or culturally marginalized groups. This is an area which particularly impacts those who are from Black and Minority ethnic groups. The term racial microaggressions was first proposed by psychiatrist Chester M. Pierce, MD, in the 1970s, but psychologists have significantly amplified the concept in recent years. Some racism is so subtle that neither victim nor perpetrator may entirely understand what is going on. For these individuals there is not a choice to be colour-blind or unaware of racism but for many white people it is extremely difficult to get them to realise and acknowledge that maybe at an unconscious level they have biased thoughts, attitudes and feelings that negatively impact or harm people of colour.

Honour-Based Violence (HBV)

'Honour-based' violence encompasses crimes which have been committed to protect or defend the honour of the family and/or the community, including Female Genital Mutilation (FGM), forced marriage, and practices such as breast ironing. All forms of HBV are considered to be abuse in the UK.

Female Genital Mutilation (FGM)

Female genital mutilation (FGM)² is a procedure where the female genitals are deliberately cut, injured or changed, but there's no medical reason for this to be done. Also known as female circumcision or cutting, and by other terms, such as sunna, gudniin, halalays, tahur, megrez and khitan, among others. FGM is usually carried out on young girls between infancy and the age of 15, most commonly before the onset of puberty but it can occur as an adult. It is illegal in the UK and is abuse. It's very painful and can seriously harm the health of women and girls. It can also cause long-term problems with sex, childbirth and mental health.

Many such procedures are carried out abroad and staff should be particularly alert to anxiety or concerns expressed by a young woman of any age about going on a long holiday or extended trip overseas.

Forced Marriage

A forced marriage is a marriage in which a female (and sometimes a male) does not consent to the marriage but is coerced into it. Coercion may include physical, psychological, financial, sexual and emotional pressure. It may also involve physical or sexual violence and abuse. In England and Wales the practice is a criminal offence under the Anti-Social Behaviour, Crime and Policing Act 2014. The reporting of any concerns about either suspected forced marriage or FGM is mandatory.

A forced marriage is not the same as an arranged marriage. In an arranged marriage, which is common in several cultures, the families of both spouses take a leading role in arranging the marriage but the choice of whether or not to accept the arrangement remains with the prospective spouses. Staff should be particularly alert to suspicions or concerns raised in relation to any young person who is being taken abroad who appears anxious or expresses fears that they may be prevented from returning to the UK.

Radicalisation

The aim of radicalisation is to attract people to their reasoning, inspire new recruits and embed their extreme views and persuade vulnerable individuals of the legitimacy of their cause. This may be direct through a relationship, or through social media.

¹ <https://metoomvmt.org/>

² <https://www.england.nhs.uk/wp-content/uploads/2016/12/fgm-pocket-guide-v5-final.pdf>

County Lines

As set out in the Serious Violence Strategy (April 2018), published by the Home Office, a term used to describe gangs and organised criminal networks involved in exporting illegal drugs into one or more importing areas within the UK, using dedicated mobile phone lines or other form of 'deal line'. They are likely to exploit children and vulnerable adults to move and store the drugs and money, and they will often use coercion, intimidation, violence (including sexual violence) and weapons.

Criminal Exploitation

'where an individual or group takes advantage of an imbalance of power to coerce, control, manipulate an individual who may be vulnerable into any criminal activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial or other advantage of the perpetrator or facilitator and/or (c) through violence or the threat of violence. The victim may have been criminally exploited even if the activity appears consensual. CCE does not always involve physical contact; it can also occur through the use of technology.

Appendix Three - Mental Capacity

We make many decisions every day, often without realising. UK Law assumes that all people over the age of 16 have the ability to make their own decisions, unless it has been proved that they can't. It also gives us the right to make any decision that we need to make and gives us the right to make our own decisions even if others consider them to be unwise.

We make so many decisions that it is easy to take this ability for granted. The Law says that to make a decision we need to:

- Understand information
- Remember it for long enough
- Think about the information
- Communicate our decision

A person's ability to do this may be affected by things such as coercion and control, language and communication differences, learning disability, dementia, mental health needs, acquired brain injury and physical ill health.

Most adults have the ability to make their own decisions given the right support however, some adults with care and support needs have the experience of other people making decisions about them and for them.

Some people can only make simple decisions like which colour T-shirt to wear or can only make decisions if a lot of time is spent supporting them to understand the options. If someone has a disability that means they need support to understand or make a decision this must be provided. A small number of people cannot make any decisions. Being unable to make a decision is called "lacking mental capacity".

The issue of capacity or decision making is a key one in safeguarding adults. It is useful for organisations to have an overview of the concept of capacity.

We make many decisions every day, often without realising. We make so many decisions that it's easy to take this ability for granted.

But some people are only able to make some decisions, and a small number of people cannot make any decisions. Being unable to make a decision is called "lacking capacity".

To make a decision we need to:

- Understand information
- Remember it for long enough
- Think about the information
- Communicate our decision

A person's ability to do this may be affected by things like learning disability, dementia, mental health needs, acquired brain injury, and physical ill health.

The Mental Capacity Act 2005 (MCA) states that every individual has the right to make their own decisions and provides the framework for this to happen.

The MCA is about making sure that people over the age of 16 have the support they need to make as many decisions as possible.

The MCA also protects people who need family, friends, or paid support staff to make decisions for them because they lack capacity to make specific decisions.

Our ability to make decisions can change over the course of a day.

Here are some examples that demonstrate how the timing of a question can affect the response:

- A person with epilepsy may not be able to make a decision following a seizure.

- Someone who is anxious may not be able to make a decision at that point.
- A person may not be able to respond as quickly if they have just taken some medication that causes fatigue.

In each of these examples, it may appear as though the person cannot make a decision. But later in the day, presented with the same decision, they may be able to at least be involved.

The MCA recognises that capacity is decision-specific, so no one will be labelled as entirely lacking capacity. The MCA also recognises that decisions can be about big life-changing events, such as where to live, but equally about small events, such as what to wear on a cold day.

To help you to understand the MCA, consider the following five points:

1. Assume that people are able to make decisions, unless it is shown that they are not. If you have concerns about a person's level of understanding, you should check this with them, and if applicable, with the people supporting them.
2. Give people as much support as they need to make decisions. You may be involved in this – you might need to think about the way you communicate or provide information, and you may be asked your opinion.
3. People have the right to make unwise decisions. The important thing is that they understand the implications. If they understand the implications, consider how risks might be minimised.
4. If someone is not able to make a decision, then the person helping them must only make decisions in their "best interests". This means that the decision must be what is best for the person, not for anyone else. If someone was making a decision on your behalf, you would want it to reflect the decision you would make if you were able to.
5. Find the least restrictive way of doing what needs to be done.

Remember:

- You should not discriminate or make assumptions about someone's ability to make decisions, and you should not pre-empt a best-interest's decision merely on the basis of a person's age, appearance, condition, or behaviour.
- When it comes to decision-making, you could be involved in a minor way, or asked to provide more detail. The way you provide information might influence a person's ultimate decision. A person may be receiving support that is not in-line with the MCA, so you must be prepared to address this.

Consent and Information Sharing

Staff and volunteers should always share safeguarding concerns with the DSL or a member of the Safeguarding Team, in line with Fight for Peace's safeguarding policy (see Appendix One) except in emergency situations. As long as it does not increase the risk to the individual or to themselves, the member of staff or volunteer should explain to them that it is their duty to share any concerns with Fight for Peace's Safeguarding Lead in order to access support and advice.

The DSL and/or the Safeguarding Team will then consider the situation and plan the actions that need to be taken, in conjunction with the adult at risk and in line with the organisation's policy and procedures and local safeguarding adults board policy and procedures.

To make an adult safeguarding referral you need to call the local safeguarding adults team which is part of a MASH (Multi-Agency Safeguarding Hub) in Newham but may be separate if the adult lives in a different London Borough. A conversation can be had with the safeguarding adults team without disclosing the identity of the person in the first instance in order to clarify concerns and seek advice. If it is thought that a referral needs to be made to the safeguarding adults team, consent should be sought where possible from the adult at risk, except where there is an immediate risk of harm.

Individuals may not give their consent to the sharing of safeguarding information with the safeguarding adults team for a number of reasons including fear of consequences, lack of trust and negative previous experiences. Reassurance, appropriate support and revisiting the issues at another time may help to

change their views and understanding about whether it is best to share information and seek assessment and support.

If they still do not consent, then their wishes should usually be respected. However, there are circumstances where information can be shared without consent such as when the adult does not have the capacity to consent, it is in the public interest because it may affect other people or a serious crime has been committed. This should always be discussed with Fight for Peace's Safeguarding Lead and the local authority safeguarding adults team.

If someone does not want you to share information outside of the organisation or you do not have consent to share the information, ask yourself the following questions:

- Is the adult placing themselves at further risk of harm?
- Is someone else likely to get hurt?
- Has a criminal offence occurred? This includes: theft or burglary of items, physical abuse, sexual abuse, forced to give extra money for lessons (financial abuse) or harassment.
- Is there suspicion that a crime has occurred?

If the answer to any of the questions above is 'yes' - then you can share without consent and need to share the information.

When sharing information there are seven Golden Rules that should always be followed.

1. Seek advice if in any doubt.
2. Be transparent – neither the Data Protection Act (DPA) or GDPR are not a barrier to sharing information but to ensure that personal information is shared appropriately; except in circumstances where by doing so places the person at significant risk of harm.
3. Consider the public interest - Base all decisions to share information on the safety and well-being of that person or others that may be affected by their actions.
4. Share with consent where appropriate - Where possible, respond to the wishes of those who do not consent to share confidential information. You may still share information without consent, if this is in the public interest.
5. Keep a record - Record your decision and reasons to share or not share information.
6. Accurate, necessary, proportionate, relevant and secure - Ensure all information shared is accurate, up to date; necessary and share with only those who need to have it.
7. Remember the purpose of both the Data Protection Act (DPA) and GDPR is to ensure personal information is shared appropriately, except in circumstances whereby doing so may place the person or others at significant harm.

Appendix Four - Champions Code - The Fight for Peace Code of Conduct

Champions Code [Commitment]

The Fight for Peace Champions Code guides our work, helps us live our values and have the greatest impact on our young people.

The Fight for Peace Champions Code is in two parts: Our Commitment and Our Principles. This document, Our Commitment, sets out the commitments we make as Fight for Peace staff.

All staff agree to the responsibilities set out in this code and it is used in appraisals and 1:1 s as a tool to hold us all accountable to the high standards we need to provide the best support to young people.

OUR COMMITMENT

I commit to the following:

I will:

- Live by the Fight for Peace values and principles of the Champions Code (see Champions Code - Our Principles).
- Put the interests of young people first in all of my decision making and the actions I take.
- Actively keep young people safe by complying with Fight for Peace's *Safeguarding policies* (see the [staff handbook](#)) and principles, maintaining professional boundaries with members, and role modelling positive behaviour to all staff.
- Respect the basic rights of others by acting fairly, honestly and inclusively, and by treating all people with dignity and respect as set out in our *Equal Opportunities Policy* (see the staff handbook).
- Always challenge inappropriate behaviour and raise any concerns with regards to discrimination on the basis of sexuality, ethnicity, race, gender, belief, class or disability.
- Protect the safety and well-being of everyone at Fight for Peace.
- Maintain high standards of personal and professional conduct, in accordance with Fight for Peace principles and practice.
- Commit to continuous professional development including formal and informal learning opportunities, training, mentoring, supervision, reflective practice and responding to professional challenge positively to ensure practice standards are maintained and improved.
- Be honest with myself and others about what I think and provide constructive feedback where I think we can do things better or differently.
- Follow through on my commitments and remain accountable to the team and the young people we work with.
- Commit to learning about my colleagues and understanding how I can support myself and others to work to our strengths.
- Protect the organisation's assets and resources, including keeping our buildings clean, tidy and safe.
- Seek feedback from colleagues and be open and transparent about what I'm doing well and where I can improve. others.
- Put Fight for Peace and our young people first when making decisions which affect our work.

As members of staff I understand I can expect to:

- Enjoy the time I spend at work and receive good support from my line manager and others in the team.
- Be listened to.
- Feel welcome, valued and not judged based on my race, gender, sexuality, faith/beliefs or perceived seniority and experience.
- Have autonomy over my work within clear guidelines.
- Be informed of our safeguarding and reporting procedures and be clear about expectations of my responses and what I need to do if I feel concerned or notice something doesn't seem right.
- Be clear about how decisions are made at senior and trustee level and expect transparency and participation in key decisions as much as possible.
- Have access to ongoing training and development opportunities.

Behaviour that is not acceptable at Fight for Peace

I will not:

- Allow concerns or allegations to go unreported.
- Engage in disrespectful, violent, aggressive or intimidating behaviour.
- Engage in or demonstrate any form of discrimination against staff or young people.
- Take unnecessary risks.
- Smoke, consume alcohol or use illegal substances in the presence of Fight for Peace members, at work or outside of work.
- Engage in bribery, including offering, promising, giving, accepting or seeking a bribe as set out in our *Anti-Corruption and Bribery Policy* (see the staff handbook).
- Develop inappropriate relationships with children and young people as set out in our *Professional Boundaries Policy* (see the staff handbook).
- Make inappropriate promises to children and young people.
- Engage in behaviour that is in any way abusive to young people or staff, including having any form of sexual contact or intimate relationship with a child or young person.
- Let children and young people have my personal contact details (mobile number, email or address) or have contact with them via a personal social media account.
- Patronise or be unkind to children and young people or staff.
- Make sarcastic, insensitive, derogatory or sexually suggestive comments or gestures to or in front of children and young people.

Upholding this code of conduct

Fight for Peace expects all staff and volunteers to follow the values and behaviours set out in this code and all of our policies and procedures. If any staff member or volunteer consistently behaves in a way which goes against our values or breaches any of the points set out above in *Behaviour that is unacceptable*, disciplinary procedures will be followed to address the issue (see the staff handbook).

If you become aware of any breaches of this code, you must report them to [insert name/role].

Declaration:

I have read and understood the Champions Code Commitment and agree to uphold Fight for Peace's reputation and quality of performance through my behaviour and conduct at work.

Signature:

Name:

Date:

THE CHAMPIONS CODE [PRINCIPLES]

The Fight for Peace Champions Code guides our work, helps us live our values and have the greatest impact on our young people.

This part of the Champions Code is divided into **values**, **principles** and **behaviours**. This is represented in the diagram below and reflected in the format of the rest of the document.

Our Values guide and underpin everything we do at Fight for Peace. **Our Principles** are these values in action, concrete ways of approaching our work which help ensure we are doing the best we can for our young people. And **Our Behaviours** are specific examples of the principles in practice.



OUR PRINCIPLES

1

Young people come first

Young people are why we are here, why Fight for Peace exists. As a team of staff we're all part of providing the environment and support for young people to be the best they can be, and the importance of this mission demands that we put the needs of young people first in everything we do, while recognising that to deliver value, we must first feel valued. Young people's safety and wellbeing is always number one, and the decisions we make, big and small, always reflect what's best for them. More than this though, it means working alongside our members when making decisions, so that they have the space, support and guidance to create the best possible Fight for Peace now and in the future.

Example behaviours

- Speaking to a Fight for Peace Safeguarding Lead when we are concerned about a young person, even if it's a small thing.
- Being available for young people, and giving them your time, even if it's outside our role.
- Always ensuring that young people's views are heard, respected and accounted for.
- Resisting taking short cuts which can put young people and Fight for Peace at risk.
- Being clear and transparent with young people about the limitations on relationships between staff and young people outside of Fight for Peace.

2

Be in each other's corner

When we work together we change the world. Our diversity of backgrounds and skills is our greatest strength, and when we recognise this, combine our efforts and back each other, we're so much better at supporting our young people. For us at Fight for Peace, being in each other's corner means striving to provide the physical and emotional help and support that we all need in our work, and pushing each other forward by celebrating each other's achievements and being open and honest in our guidance and feedback. This does not mean being complicit or shielding colleagues in the event of concerns arising, but rather embracing a spirit of accountability and openness to ensure that we maintain the highest standards of integrity and professional practice. It's also about taking care of the little things, like respecting each other by turning up on time, answering messages, communicating always, and showing up when we are needed.

Example behaviours

- Following through on our commitments and doing what we say we are going to do
- Believing in people and coming to every situation with a positive attitude towards others.
- Getting to know each other and build strong working relationships
- Showing consideration to our colleagues by attending meetings on time, being engaged and respecting others.
- Challenging any form of exclusion or discrimination around gender, sexuality, religion, race, ethnicity, class and disability.

3

Have a champion mindset

The measure of a champion is not in trophies won or plaudits received, rather it's in the values followed, the character shown and, perhaps most importantly, the response to adversity. As members of the Fight for Peace team, our champion mindset determines the impact we have on the lives of young people. For us it's about aiming for the highest standards in everything we do, taking responsibility and leadership for providing the best support for our young people, pushing ourselves beyond our comfort zone and doing extra when we are needed. And being courageous in making decisions, facing setbacks and standing up for what is right. For us it also means not always getting things right, but owning our mistakes when we make them, growing and coming back stronger.

Example behaviours

- Respecting our own needs and asking for support when we need it
- Participating fully in the life of Fight for Peace - stepping out of our comfort zones and seeking to understand the different aspects of Fight for Peace's work, getting involved in Academy sessions, being present and supporting events.
- Being open and transparent about what we are doing well and where we can improve.
- Building in time to reflect on our work - what went well, what we can improve for next time.

4

Choose courage over comfort

It falls to all of us to lead Fight for Peace forward and ensure we are doing the best for our young people. This demands boldness and courage in each and every one of us. Courage to challenge what is wrong and not let things go unchecked, to act on ideas we have to improve how we work, to make uncomfortable decisions and express our opinions, and to stand up for what is right. Leadership is not a position, it's a mindset. Fight for Peace depends on our courage and leadership: if it's not you that takes a stand, then who?

Example behaviours

- Being honest and challenging people respectfully;
- Helping people grow by providing constructive feedback where we think we can do things better;
- Taking ownership of the things we are responsible for;
- Embracing opportunities to take the lead.

5

Nurture our home

Our Academies, offices and facilities are not just buildings - places to work, or to workout - they are spaces that inspire, motivate and teach us, spaces that reflect our values, that tell our story, and that honour our journey and celebrate those that have contributed to it. They are our homes from home. They stop being this, though, when we fail to respect and nourish them, and when we fail to teach and encourage others - our colleagues and young people - to do the same. Protecting our home means investing in creating the best possible environment we can for our young people to thrive, and in each one of us taking ownership to care for and maintain it in the best way we can. It means having a mindset of excellence for ourselves, our space and everyone we welcome to it.

Example behaviours

- Washing up after ourselves and encouraging others to do the same.
- Picking up litter and caring for our outside spaces.
- Helping clear up at the end of sessions and events.
- Being the host, welcoming and introducing ourselves to unfamiliar faces and guests.

6

Be the example you want to see

The influence each of us has on our colleagues and our young people is powerful, and constant. The way we approach our work, the mindset we adopt, the courage we show, the excellence we strive for, and the example we set, ultimately determines how well Fight for Peace performs and the level of impact we have on young people. The challenge we take on as Fight for Peace staff is to own the responsibility that comes with this and actively shape who we are as a team, our environment and our impact. For sure, we don't get it right every time, but we aim to always be what we admire and want to see in others.

Example behaviours

- Being a positive role model, behaving in line with our values.
- Being accountable for our actions and inactions, successes and learning
- Recognising that whatever our position in Fight for Peace, our behaviour has an impact.
- Representing the organisation regardless of whether you're wearing the Fight for Peace T-shirt

7

Our mission is bigger than us

Fight for Peace's reason to exist - to support young people - is bigger than any single one of us. We each play a vital role in the mission, but none of us can carry out the work of Fight for Peace alone. The importance and impact of our work demands that we always prioritise what's best for Fight for Peace and, therefore, our young people over what is easier or better for us as individuals. This could mean stepping out of our job role to support a colleague, attending an event out of hours or a meeting you'd really rather skip, or giving honest feedback where it's needed. By taking this approach and by meeting tough choices with character, we give Fight for Peace the greatest chance of positively impacting young people. And where we fail to do this, we in turn fail the young people we are here to serve, both in the example we set and the support we are able to provide.

Example behaviours

- Stepping out of our job role to support a colleague
- Attending an event out of hours or a meeting we'd really rather skip.
- Giving honest feedback where it's needed.
- Fulfilling our job duties so that they positively impact other parts of Fight for Peace.
- Valuing everyone equally and being curious about other people's jobs.

8

We are strongest in partnership

When organisations work together, we are stronger and better at supporting our young people. To achieve real impact in our communities, we need to avoid being territorial and competitive about our work and build strong, trusting relationships between organisations, and between us and those who support our work. This means embodying the spirit of partnership working - recognising the insight and strengths of partners; facilitating opportunities for collaboration, big and small; sharing our learning; championing the work of our partners and providing support to smaller organisations to thrive; and being open and transparent in our communication. Crucially, it also means expecting of our partners the same high standards that we expect of ourselves, both in behaviour and commitment to young people. This demands that we are robust in using our values to determine the partners we choose to stand alongside. Genuine, respectful partnership working generates greater impact for our communities and young people.

Example behaviours

- Understanding the limits of Fight for Peace support and making the most of the strengths and expertise of our partners, including supporting young people to access partner services when needed.
- Taking the time to get to know our partners, build strong relationships with them and celebrate their work.
- Adapting to our partners' preferences, processes and time zones rather than imposing ways of working.
- Being honest with partners and managing expectations.
- Choosing our partners based on their alignment with Fight for Peace's values.
- Holding our partners to the same high standards we demand of ourselves, both in their conduct and their interaction with and representation of young people.

9

Leave Fight for Peace better than you found it

Leaving Fight for Peace better than we found it is making sure that the organisation we leave - and none of us will be here forever - is better at supporting young people than the one we entered. That could be contributing to building a better programme, a stronger team, a nicer environment. It's also about what we do day to day, leaving a space in a better state than we find it, a gym that's tidier than when we entered, a front entrance that has less litter than when we arrived. Both cases, big and small, are made up of many small actions and both build a Fight for Peace that's better at supporting young people, now and long into the future.

Example behaviours

- Looking for ways to improve Fight for Peace - contributing to building a better programme, a stronger team, a nicer environment.
- Investing in colleagues' development.
- Leaving our facilities and spaces in a state we can all be proud of.

Concern Management Group (CMG) Terms of Reference

Document author	Gill Camina, USS Ltd
Document owner	Academy Director
Version	1
Date	17.5.2021
Other related policies	Safeguarding children and young people Safeguarding adults Safer recruitment policies. Conflict of Interest policy

1. CMG membership

The CMG will comprise up to five members of staff and an independent safeguarding specialist with relevant safeguarding management experience and expertise. The staff members should include , designated safeguarding lead, the deputy safeguarding lead and individuals with appropriate expertise from within the organisation (e.g. HR/legal, Youth Work, Operations).

Meetings will be held as required and this can be undertaken face-to-face or via video conference. The independently contracted safeguarding expert who will act as a source of specialist information and Chair the meetings. Other people may be invited to attend meetings where appropriate.

At least three CMG members are required to present a quorum and individuals may withdraw from consideration of individual cases where there is a perceived or declared conflict of interest.

All meetings will be minuted by Fight For Peace and the minutes agreed by members once completed.

2. Purpose

The primary role of the CMG is to offer advice and guidance in relation to safeguarding concerns and cases and to support FFP Safeguarding Leads in carrying out their role and responsibilities. Specifically, this includes the responsibility to:

- Provide independent opinion to assist decision making.
- Promote cooperation, consistency and confidence in decision making.
- Initially assess and agree immediate response (e.g. triage of concerns received, does there appear a case to answer?)
- Identify the appropriate 'route' for each case (e.g. internal/disciplinary action alone or referral to statutory agencies plus internal/disciplinary action)
- Monitor, review the progress of and close cases where appropriate.
- Advise on practice and policy development. Any urgent changes referred directly to the Senior Leadership Team.
- Decide upon the course of action for all adverse DBS disclosures
- Monitor consistency and appropriateness of assessments made by FFP in relation to adverse disclosures received from the Disclosure and Barring Service (DBS), where required.
- To agree to temporary or permanent suspensions on behalf of FFP where required.
- To monitor and review progress on all cases and to identify any trends or actions which may require a review/revision of existing policies/procedures

- To identify/communicate learning from cases to the Safeguarding Steering Group, Senior Leadership team) and CEO

3. What the Case Management Group will not do:

- Replace the role and responsibility of the statutory agencies. The group will be notified of any action that is being taken by the statutory agencies investigating concerns about the welfare of any person referred.
- Remove or relieve FFP of its safeguarding and other governance responsibilities
- Ignore the relevant experience and expertise which the organisation can contribute.
- Have the responsibility to make sole decisions, in the case of dispute or disagreement the matter will be decided on by the CMG Chair.

4. Definitions:

- **Cases:** Any information or concerns received by FFP which may have safeguarding implications, however these arise e.g. through disclosures, reporting, observation, statutory agency notification of recruitment processes
- **Lead Officer:** FFP will have a nominated and recognised strategic and operational lead officer and a deputy in relation to safeguarding. Their role will be to represent the organisation and manage all cases and referrals in line with the process and actions agreed with the CMG.
- **Independent Safeguarding Expert:** Will be an expert in safeguarding whose appointment will be approved by the FFP Board. This person will provide a consultation and triage facility to the safeguarding lead and ongoing support to those involved in the management of safeguarding on behalf of FFP and the Case Management Group, including attendance at meetings.
- **Co-opted Case Management Group Members:**
Where necessary, additional representation from individuals with relevant experience, whose primary role is to offer advice and guidance in relation to relevant/specific areas of practice or safeguarding expertise, can be co-opted onto the group as required to ensure appropriate support for the Safeguarding Leads in carrying out their role and responsibilities through the CMG procedures.
- **Investigators:** Individuals recognised and contracted by the organisation to carry out information gathering and clarification of concerns as directed by FFP's safeguarding leads.

5. Principles

1. Independence

It is essential that the group is empowered by FFP to make decisions on the 'route' that cases will take without influence or prejudice by others in the organisation.

2. Confidentiality

All safeguarding matters must be regarded as highly confidential and not for disclosure outside the group unless so agreed, on a strictly need to know basis in line with all relevant legislation.

3. Expertise

The group will include FFP's safeguarding lead and deputy and individuals who have relevant knowledge and expertise to enable the group to fulfil its purpose. It is critical that there are members who are external to the organisation's management groups and who have current professional child protection knowledge and experience.

4. Equity and Anti-discriminatory Practice

All decisions made by the group need to be fair, open and transparent. An open mind needs to be kept in all cases until they have been investigated and concluded. The group should be guided by FFP's values and policies and the principle that all individuals have the right to protection from abuse regardless of their age, race, social circumstances, ethnic origin, gender identity, disability, beliefs, religion or sexual orientation. Records must be maintained which demonstrate a clear case management and risk assessment model in relation to decision making.

5. The Welfare of the Child is Paramount

This principle is enshrined in the Children Act 1989. In any decision taken by the group, the welfare of children is the paramount concern and takes precedence over those of any professional or adult where there is a perceived conflict of interest. The rights of Adults at Risk to support and protection, as set out by the Care Act 2014, are also recognised by FFP.

END

SAFEGUARDING STEERING GROUP

Terms of Reference

1. PURPOSE

Fight for Peace has empowered the safeguarding steering group to develop, monitor and review the organisation's approach and plans for safeguarding children, young people and adults at risk.

The group will facilitate ownership of the organisation's Safeguarding Implementation/Action Plan and actions in it and ensure that safeguarding is prioritised for everyone at Fight For Peace.

The group will report to the Executive progress of the plan on a monthly basis and highlight any concerns and/or newly identified issues requiring urgent action.

2. MEMBERSHIP

- Designated Safeguarding Lead
- Deputy Safeguarding Lead.
- Key members of the Academy delivery team
- HR/Operations lead.

3. KEY AREAS OF FOCUS

In conjunction with the organisation's senior management:

1. Develop, monitor and review FFP's 'safeguarding (implementation/action) plan' for children, young people and Adults at Risk in line with organisational priorities, objectives and current UK legislation.
2. Ensure that the organisation's safeguarding policies and procedures for children, young people and adults are in place and are regularly reviewed and revised as necessary.
3. Ensure all necessary safeguarding related policies and procedures are in place and are accessible and implemented throughout the organisation.
 - Safer Recruitment
 - Disciplinary
 - Grievance
 - Complaints
 - Whistleblowing
 - Health and safety policy and procedures
 - Conflict of interest.
 - Code of conduct/Champions code.
 - Social media
 - Induction and supervision and training
 - Anti-corruption and bribery
 - Professional boundaries
 - Equal opportunities
4. Development, monitoring and review of a Safeguarding education/training strategy
5. Advise/act on the child and adult welfare/protection implications of any organisational projects/development.

6. Champion and promote safeguarding awareness in the organisation with colleagues and young people.

4. This group will not:

Discuss individual safeguarding cases. These will be shared at the Cause for Concern group. (or Case Management Group if escalated)

5. Meeting frequency & protocols:

Meetings will be held every 2 months, and minutes will be kept of items discussed, actions agreed and progress made.

The meeting will be chaired by the Designated Safeguarding Lead.

The meeting will require a quorum of 3 to proceed.

Minutes of meetings will be shared with the Executive on a monthly basis.

END

Appendix Six - Making Safeguarding personal

The safeguarding process places a stronger emphasis on achieving satisfactory outcomes that take into account the individual choices and requirements of everyone involved.

“What good is it making someone safer if it merely makes them miserable?” – Lord Justice Mundy, “What Price Dignity?” (2010)

What this means in practice is that adults should be more involved in the safeguarding process. Their views, wishes, feelings and beliefs must be taken into account when decisions are made.

The Care Act 2014 builds on the concept, stating that “We all have different preferences, histories, circumstances and lifestyles so it is unhelpful to prescribe a process that must be followed whenever a concern is raised.”

However, the Act is also clear that there are key issues that should be taken into account when abuse or neglect are suspected, and that there should be clear guidelines regarding this.

<https://www.local.gov.uk/topics/social-care-health-and-integration/adult-social-care/making-safeguarding-personal>

The legislation also recognises that adults make choices that may mean that one part of our well-being suffers at the expense of another – for example we move away from friends and family to take a better job. Similarly, adults can choose to risk their personal safety; for example, to provide care to a partner with dementia who becomes abusive when they are disorientated and anxious.

None of us can make these choices for another adult. If we are supporting someone to make choices about their own safety we need to understand ‘What matters’ to them and what outcomes they want to achieve from any actions agencies take to help them to protect themselves.

The concept of ‘Person Centred Safeguarding’/‘Making Safeguarding Personal’ means engaging the person in a conversation about how best to respond to their situation in a way that enhances their involvement, choice and control, as well as improving their quality of life, well-being and safety. Organisations work to support adults to achieve the outcomes they want for themselves. The adult’s views, wishes, feelings and beliefs must be taken into account when decisions are made about how to support them to be safe. There may be many different ways to prevent further harm. Working with the person will mean that actions taken help them to find the solution that is right for them. Treating people with respect, enhancing their dignity and supporting their ability to make decisions also helps promote people’s sense of self-worth and supports recovery from abuse.

If someone has difficulty making their views and wishes known, then they can be supported or represented by an advocate. This might be a member of our staff, a safe family member or friend of their choice or a professional advocate (usually from a third sector).

Appendix Seven - Legislation and Government Initiatives

Sexual Offences Act 2003

<http://www.legislation.gov.uk/ukpga/2003/42/contents>

The Sexual Offences Act introduced a number of new offences concerning vulnerable adults and children. www.opsi.gov.uk

Mental Capacity Act 2005

<http://www.legislation.gov.uk/ukpga/2005/9/introduction>

Its general principle is that everybody has capacity unless it is proved otherwise, that they should be supported to make their own decisions, that anything done for or on behalf of people without capacity must be in their best interests and there should be least restrictive intervention. www.dca.gov.uk

Safeguarding Vulnerable Groups Act 2006

<http://www.legislation.gov.uk/ukpga/2006/47/contents>

Introduced the new Vetting and Barring Scheme and the role of the Independent Safeguarding Authority. The Act places a statutory duty on all those working with vulnerable groups to register and undergo an advanced vetting process with criminal sanctions for non-compliance. www.opsi.gov.uk

Liberty Protection Standards (LPS)

<https://www.scie.org.uk/mca/dols/practice/lps>

In July 2018, the government published a Mental Capacity (Amendment) Bill, which passed into law in May 2019. It replaces the Deprivation of Liberty Safeguards (DoLS) with a scheme known as the Liberty Protection Safeguards (although the term is not used in the Bill itself).

Disclosure & Barring Service 2013

<https://www.gov.uk/government/organisations/disclosure-and-barring-service/about>

Criminal record checks: guidance for employers - How employers or organisations can request criminal records checks on potential employees from the Disclosure and Barring Service (DBS).

www.gov.uk/dbs-update-service

The Care Act 2014 – statutory guidance

<http://www.legislation.gov.uk/ukpga/2014/23/introduction/enacted>

The Care Act introduces new responsibilities for local authorities. It also has major implications for adult care and support providers, people who use services, carers and advocates. It replaces No Secrets and puts adult safeguarding on a statutory footing.

Making Safeguarding Personal Guide 2014

<http://www.local.gov.uk/documents/10180/5852661/Making+Safeguarding+Personal+-+Guide+2014/4213d016-2732-40d4-bbc0-d0d8639ef0df>

This guide is intended to support councils and their partners to develop outcomes-focused, person-centred safeguarding practice.

Appendix Eight: Safeguarding Recording Process/Form

Fight for Peace International
SAFEGUARDING REFERRAL FORM (INTERNAL USE ONLY)

Note: Try to obtain as much detail as possible in the beginning. The more information available at the start of a referral means the correct response can be made at the earliest stage. Record the information the earliest possible (within 48 hours) to avoid the information to fade away.

Details of the staff completing this form:			
Name:		Surname :	
Role:		Contact Number:	
Email address:		Date:	
Witness Name:		Witness Surname:	
Witness Role:		Contact Number:	
Witness email address:		Date:	

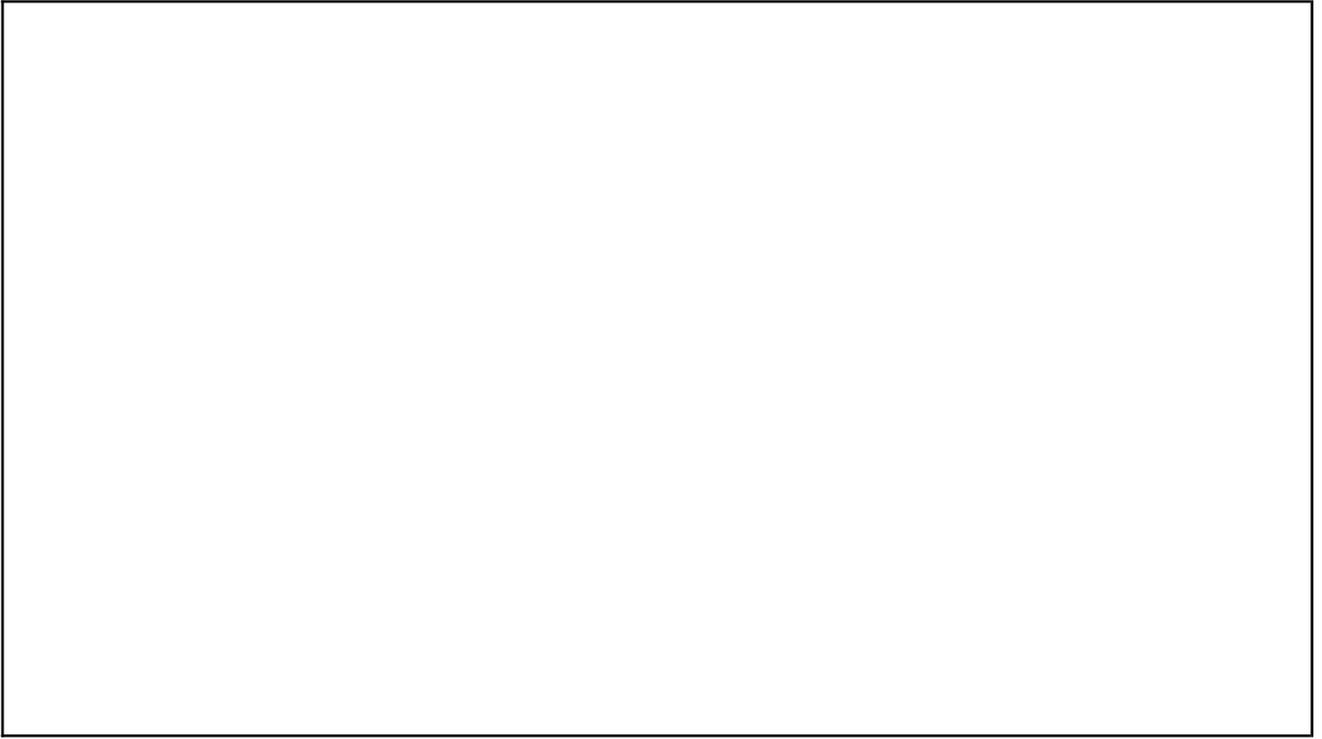
Section 1 THE CHILD / YOUNG PERSON AT RISK			
Title:		Surname:	
DOB:	Age:	Forenames:	
Address:			
Gender: (Please Circle)	Male/Female/ Transgender/Gender Neutral/Non-Binary/ Gender Fluid/ Gender Queer/ Non-Gender/Crossdresser/Agender/Neutrois/Genderless	Other:	
1st language:		Disability:	

Section 2 PLEASE CIRCLE- PARENTAL RESPONSIBILITY (UNDER 18'S)				
Mother	Father	Grandparents	LA Foster Care	Other:
Name:		Surname:		
Name:		Surname:		

Section 3 NAME OF HOUSEHOLD MEMBERS OR OTHER HOUSEHOLD MEMBERS WHO ARE SIGNIFICANT TO THE CHILD/ YOUNG PERSON					
Name:	Surname:	Age:	Gender :	Address: (if different)	Relationship:

Section 4 WHAT SERVICES ARE INVOLVED WITH THE CHILD/YOUNG PERSON/FAMILY			
Name:	Agency:	Address:	Telephone/email

Section 5 PLEASE STATE BELOW THE REASON/S YOU ARE MAKING THIS REFERRAL (Please write in detail what are your concerns based on, including if consent from the young person has been granted)
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Appendix Nine - Position of Power and Trust

An adult is in a position of trust where a young person in their care has some dependency on them and there is an element of vulnerability involved. This would include almost every Fight for Peace service user. It serves to protect young people who are receiving education or undergoing training.

The Act makes it an offence for a person aged 18 or over to have sexual intercourse or engage in an intimate relationship with a person under that age where they are in a “position of trust” in relation to the younger person, even if they are both over the age of consent. Fight for Peace’s safeguarding policies extend this protection to all participants irrespective of their age. Staff who enter into any intimate relationship with a service user may be subject to disciplinary action. Any concerns about an inappropriate relationship or communications between a member of staff and any service user will be treated as a potentially serious safeguarding concern and Fight for Peace will immediately seek the support of the Local Authority Designated Officer (LADO / Team) to ensure that appropriate action is taken without delay.

The government has decided to create a new Section 22A of the Act in which they will extend positions of trust offences to include where an adult is coaching, teaching, training, supervising or instructing in a sport or a religion to a 16 or 17-year-old on a regular basis. The law is currently under review to ensure that it is extended to include sports coaches and others in positions of power/trust in a paid or volunteer capacity.