

13. Safeguarding children.

Paramount in the club's operation is the welfare, safety and protection of the children. The protection of the children is the first priority of the club. It is the responsibility of the club management to ensure that the staff operating the club are aware of their roles regarding safeguarding and are able to understand and to follow the written procedures covering child protection. We achieve effective safeguarding by:-

- Having a written statement on **Safeguarding children** and by adhering to it.
- Complying with the March 2013 government publication “**Working Together to Safeguard Children**” A copy of which is kept in the club so staff can refer to it.
- Having written statements on procedures for dealing with allegations of abuse made against members of CareClub staff, students, volunteers or visitors.
- Having arrangement in place to comply with local area safeguarding unit (LSCB) advice and procedures. We comply with Wirral's LSCB “Safeguarding Children- A handbook for child providers”
- Communicating to staff any changes in procedures regarding **Safeguarding children** issues.
- Having a system in place to review {and record the review} the safe guarding policies in the club.
 - Using the safeguarding toolkit for Day Care Provider to undertake an annual audit of the safeguarding policies and procedures in the club.
- Having system in place to were the responsible person and the Club leader review monthly, and record any current safeguarding cases.
 - Having policies in place for staff to cover the use of mobile phones, cameras and social networking sites.
- Ensuring that staff, understand their responsibilities regarding safeguarding matters.

OVERVIEW OF SECTION

- Staff training. Staff are trained continually in safeguarding, in line with current best practise and guidelines.
- Using and complying with the documentation for “ Targeted Preventive Services as issued by Wirral Gateway, documents, ST525 and GR1.
- Having in the Masterfile current contact details for “Targeted Preventive Services.”