

Operational Policy and Procedure

Child Safeguarding Policy

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Distribution

| Title |
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| HR Director |
| Operations Director |
| Operations Team |

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1. Introduction

Tenpin acknowledges the duty of care to safeguard and promote the welfare of children and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and our licensing requirements. For the purposes of this policy 'Children' refers to all babies, children and teenagers up to the age of 18.

This policy is for all staff involved in our premises which have been licensed under The Licensing Act 2003.

The policy recognises that the welfare and interests of children are paramount in all circumstances. It aims to ensure that regardless of age, ability or disability, gender, race, religion or belief, sex or sexual orientation or socio-economic background.

Tenpin acknowledges that some children, including disabled children and young people or those from ethnic minority communities, can be particularly vulnerable to abuse and we accept the responsibility to take reasonable and appropriate steps to ensure their welfare.

As part of our safeguarding policy Tenpin will;

- promote and prioritise the safety and wellbeing of children and young people
- ensure all employees understand their roles and responsibilities in respect of safeguarding and will provide where necessary appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people
- ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual(s) who raise or disclose the concern
- ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored
- prevent the employment/deployment of unsuitable individuals
- ensure robust safeguarding arrangements and procedures are in operation.
- ensure all employees are aware to raise any concerns to the Nominated Safeguarding Children Person (Licensee) of the centre followed by the people team and operations team
- ensure that all employees are aware how to make a referral to Children's social care and/or the Police. The welfare of the child must come first even where there is a conflict of interest.
- where an employee has a concern and is unsure how or what action to take they should contact the local police for further guidance

The policy and procedures will be widely promoted and are mandatory for everyone involved in Tenpin. Failure to **comply** with the policy and procedures will be addressed without delay and may ultimately result in dismissal/exclusion from Tenpin.

2. Nominated Safeguarding Children Person

The nominated person will be the site license holder who will have the following responsibilities in relation to safeguarding children for the licensed premises to:

- Arrange safeguarding children training for all staff
- Monitor and report on whether all staff have received the minimum safeguarding children training both at induction and as a refresher every year
- Ensure all employees read and know where to find this policy and government guidance
- Ensure that an up to date Safeguarding Children Procedures Poster is displayed
- Provide advice and support to employees who have a concern regarding safeguarding of a child
- Make a record of all concerns raised by an employee
- Be the contact person for Children Services and Social Work and the Police in relation to all incidents or concerns related to the safeguarding of children on or linked to the premises

3. Definitions of abuse

Child abuse and neglect

'Child abuse and neglect' is a generic term encompassing all maltreatment of children. Children may be abused or neglected through the infliction of harm, or through the failure of the adults around them to act to prevent harm. It also covers the harm done to children by seeing or hearing the ill-treatment of others, generally through domestic abuse.

The term 'child abuse and neglect' therefore includes the impact on children from serious physical and sexual assaults through to situations where the standard of care for the child from their parent or carer does not adequately support the child's health or development.

Abuse and neglect can occur in a family or an institutional or community setting. The perpetrator of abuse may or may not be known to the child.

Emotional Abuse

Emotional abuse is the maltreatment of a child which has a severe and negative effect on the child's emotional development. It may involve conveying to a child or young person that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may involve:

Not giving the child opportunities to express their views, deliberately silencing them or making fun of what they say or how they communicate

Imposing expectations on a child or young person which are not appropriate for their age and/or development;

- Serious bullying or cyberbullying causing children or young people to frequently feel frightened or in danger e.g. witnessing domestic or other violence
- Exploitation or corruption of children or young people

Some level of emotional abuse is involved in all types of maltreatment of children, though emotional abuse may occur alone.

Sexual

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (i.e. rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing or touching outside of clothing.

Sexual abuse also includes non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not perpetrated solely by adult males. Women can also commit acts of sexual abuse as can other children.

Sexual abuse also includes sexual exploitation, where a young person is forced or coerced into engaging in sexual acts in exchange for alcohol, drugs, money, food, gifts or a place to stay.

The fact that it is abusive to children to allow or coerce them into witnessing acts of a sexual nature between adults, may be particularly relevant where children are exposed to adult focused activities such as premises where sexual themes are prevalent.

Neglect

Neglect involves the persistent failure to meet a child or young person's basic physical and /or psychological need, likely to result in the serious impairment of the child or young person's health and development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once the child is born, neglect may involve:

- Failure to provide a child or young person with adequate food, clothing or shelter (including exclusion from home or abandonment)
- Failure to protect them from physical or emotional harm or danger
- Failure to provide adequate supervision (including use of inadequate care givers)
- Failure to ensure access to appropriate medical care or treatment

It may also include neglect of a child's basic emotional needs. This includes children or young people being present– with or without their parents, at venues unsuitable for their age e.g., venues with 'adult only' activities such as;

- Events of a sexual nature;
- Where there are convictions of current members of staff for serving alcohol to minors;
- Premises where gambling is the main activity; and/or
- Premises where the supply of alcohol is the main activity.

Children need to be protected even when it appears that they are not aware that the physical abuse, sexual activity they are involved in or witness, or the neglect they experience, is harmful to them.

Physical Abuse

Physical abuse may take many forms, such as, hitting (including, with an object) or punching, shaking, throwing, poisoning, burning or scalding, drowning or suffocating a child or young person. It may also be caused when a parent or carer fabricates the symptoms of, or deliberately causes ill health to, a child or young person.

Monitoring

The policy will be reviewed a year after development and then every three years, or in the following circumstances:

- changes in legislation and/or government guidance
- as required by the Local Safeguarding Children Board, UK Sport and/or Home Country Sports Councils
- as a result of any other significant change or event.

4. Poster details

SAFEGUARDING CHILDREN

These premises are licensed in accordance with Licensing Act 2003 and as such are in accordance with the national objective of safeguarding children.

Your centre has a Child Protection Safeguarding Policy which each member of staff should consult and familiarise themselves with.

If you are concerned about the welfare of any child or suspect that a child or children are being abused in your centre, please contact the General Manager in the first instance or the People Team at the Support Centre or your Regional Manager.

Do not keep any concerns to yourself.