



Safeguarding Policy

General Principles

1. While Buzzi Bodies makes every effort to ensure the safety and safeguarding of the children in attendance it stresses that the parents/Carers are responsible for the children they bring.
2. Buzzi Bodies has a designated child protection officer elected at the annual general meeting as a port of call for parents/Carers with any concerns about their own, or other people's children's safety. Parents/Carers may speak to the child protection officer in confidence about any concerns who will listen and be non-judgmental in their response. The child protection officer will give the best support within their means and, where appropriate, will suggest other people or organisations to contact for further support or information.
3. Buzzi Bodies will not knowingly appoint any member to the committee or invite any volunteer or other non-member of the group (e.g. photographers, those providing general activities, craft sales) who is known to have previously engaged in activities that caused concern for the safeguarding of children or vulnerable adults.
4. No content will be added to the Buzzi Bodies website or any other website (including social media) by committee members that violates the privacy of the members or the reputation of the setting.

Useful numbers

- Cambridgeshire Children's Social Services: 0345 045 5203 or Emergency Duty Team 01733 234724
- Cambridgeshire Police: 101
- Cambridgeshire Local Safeguarding Children Board: 01480 373522
- NSPCC: 0800 800 5000
- Childline: 0800 1111

Child abuse

5. Buzzi Bodies recognises that there are different forms of child abuse including physical, emotional, sexual and neglect, and these can manifest themselves differently in each child, e.g. changes in behaviour, physical signs such as bruising.
6. In the event of suspected child abuse the child protection officer will firstly speak to the relevant parent/Carer in confidence, unless there is reason to believe

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this will make it worse in which case they will report the incident to the Local Safeguarding Children Board. We will follow guidelines set out in 'What to do if you are worried that a child is being abused' (HM Government 2015).

7. If you have concerns about the behaviour of anyone towards a child, inform the child protection officer or another member of the committee.
8. We follow the guidance of the Local Safeguarding Children Board when responding to any complaint that a committee member or volunteer within the group has abused a child.
9. If an investigation into the behaviour of a committee member or volunteer is needed the chairperson will suspend that person from attending Buzzi Bodies sessions for the duration of the investigation. This is not an indication of admission that the alleged incident has taken place, but is to protect the person under investigation as well as children and families throughout the process. We will continue to welcome the child and the family whilst investigations are being made in relation to any alleged abuse.

Abandoned child

10. In the event that a child is left alone at the end of a session with no parent or carer all reasonable attempts will be made to contact the parents or nominated carers.
11. If no contact can be made we contact our local authority children's social care team, Cambridgeshire Direct, tel. 0345 045 5203 (office hours 8.00am – 5.00pm). Out of these hours, Cambridgeshire Direct will transfer calls to the Emergency Duty Team. Social Care will aim to find the parent or relative if they are unable to do so, the child will become looked after by the local authority.
12. Under no circumstances will committee members go to look for the parent, nor do they take the child home with them. The child does not leave the premises with anyone other than the parents or nominated carers or by a social care worker.

Missing child

13. It must be stressed that children are in attendance at Buzzi Bodies under the supervision of their parents or carers. If a child is found to be missing it is not the responsibility of Buzzi Bodies to locate them, though any committee members present will offer help if possible.

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14. As soon as it is noticed that a child is missing the group should be alerted so that a search of the building and its surrounds can be carried out and the police alerted if necessary.
15. Parents/Carers are asked to make sure no other child has also gone astray.
16. Doors and other openings will be checked to see if there has been a breach of security whereby a child could wander out.
17. Any committee members present should talk to parents/Carers to find out when and where the child was last seen and record this information.
18. If necessary, the committee will help the police in their investigation.

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