



## **P-zazz: Safeguarding Children Policy**

At P-zazz, keeping children safe is of paramount importance and P-zazz upholds the right of all children in our care to enjoy the activities in a safe environment. We will fully co-operate with the schools we operate in to this aim.

### **What is abuse?**

There are several categories of abuse officially defined in Government documents. The following are the most common:

1. Physical – where children suffer physical harm or injury or where there is a failure to prevent such injury.
2. Emotional – where children do not receive love & affection: they may be frightened by threats & taunts or be given responsibilities inappropriate for their years.
3. Sexual – where children or young people are involved in sexual activity they do not fully comprehend or to which they are unable to give informed consent.
4. Neglect – where adults persistently and severely fail to care for children or protect them from danger, resulting in serious impairment of the child's health or development.

### **Children in our care**

At P-zazz, we are committed to the nurture, protection & safekeeping of the children in our care. It is the responsibility of every P-zazz staff member to protect children from physical, sexual & emotional abuse, and to report any abuse suspected or discovered. In order to achieve this, we are committed to supporting, resourcing and training our staff and to working closely with our partner schools.

All child-facing staff are Criminal Records Bureau (CRB) checked before starting employment and are contractually obliged to inform the Director immediately of any allegations or convictions against them. All child-facing staff receive training in Safeguarding Children prior to commencing employment with P-zazz.

**UK Head Office:** 01923 221527 | [friendlyteam@p-zazz.co.uk](mailto:friendlyteam@p-zazz.co.uk) | [www.p-zazz.co.uk](http://www.p-zazz.co.uk)  
The Barn | Watford House Lane | Watford | Herts | WD17 1BJ

**Ireland Office:** 01 6917279 | [friendlyteam@p-zazz.eu](mailto:friendlyteam@p-zazz.eu) | [www.p-zazz.eu](http://www.p-zazz.eu)  
Shanlis Cross | Shanlis | Ardee | Louth

## **Behavioural warning signs**

All P-zazz staff are committed to the protection of children from physical, sexual or emotional abuse.

The following behavioural signs may be indications of child abuse, but they should not be taken in isolation:

1. Physical – unexplained or hidden injuries; lack of medical attention.
2. Emotional – reverting to younger behaviour; nervousness; sudden underachievement; attention-seeking; running away; stealing; lying.
3. Sexual – preoccupation with sexual matters (evident in words, play, drawings); being sexually provocative; secretive relationships with adults or children.
4. Neglect – appearing ill-cared for or unhappy; being withdrawn or aggressive; having injuries or ongoing health problems.

## **Guidelines for P-zazz Staff**

The following guidelines are given to P-zazz staff to assist them if abuse is disclosed to them or allegations are made during a P-zazz session:

1. Act in a composed and sympathetic manner.
2. Listen carefully. Only ask questions to clarify what you hear; do not ask questions that seek for information. Do not start to investigate.
3. Reassure the child that it was right to tell you and that you will take their concerns seriously.
4. Do not promise confidentiality – explain that you will have to tell someone else.
5. Stay with the child until they are reassured and comforted.
6. Immediately tell the school (if during school time) or the P-zazz Office (01923 221527) if outside school hours.
7. Write up and keep detailed notes of exactly what took place.

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## Good Practise Guidelines

### All P-zazz staff **will**:

1. Treat all children as individuals, with the respect and dignity that befits their age.
2. Be thoughtful about their language and tone of voice.
3. Control & discipline children without using any physical means (other than – in extreme cases – restraint by holding to prevent injury).
4. Try to avoid being on their own with one child and ensure that they are always in an open space where they are easily visible to others (e.g. with the door open when there is only one staff member).

### All P-zazz staff **will not**:

1. Ever engage in any of the following:
  - Invading the privacy of children
  - Rough, physical or sexually provocative games
  - Inappropriate or intrusive touching of any form
  - Any scapegoating, ridiculing or rejecting of a child.
2. Allow youngsters to involve them in excessive attention-seeking behaviour, especially any that is overtly sexual or physical in nature.
3. Communicate with P-zazz children by telephone, email, texting, social media sites or via the internet. (Communication will always take place between P-zazz staff and the parents, not the child)

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