**RED PARK EQUESTRIAN CENTRE**

**Safeguarding Policy Statement October 2018**

Children and Young People

Adults at Risk

**1.0** Red Park Equestrian Centre fully accepts its legal and moral obligation under The Children’s Act (1989) and (2004) and the Care Act (2014) to provide a duty of care to protect all children and adults at risk, and safeguard their welfare, irrespective of age, sex, disability, race, parental or marital status, pregnancy, religion or belief, creed, sexual orientation and gender reassignment.

1.1 A child/young person is defined as a person under the age of 18 (the Children’s Act 1989).

1.2 An Adult at Risk is defined by the 1997 Consultation “Who Cares” as: someone “who is, or may be, in need of community care services by reason of disability, age or illness; and is or may be unable to take care, or unable to protect him or herself against significant harm or exploitation”. This definition of an adult covers all people over 18 years of age.

**2.0** Red Park Equestrian Centre fully adopts the BEF Safeguarding Policy (Children and Young People 2018) and the BEF Safeguarding Policy (Adults at Risk, 2018). Both policies are available online and in hard copy format at the centre office. For the purpose of this statement, both policies will be discussed as a single combined policy: ’The Policy’.

**3.0 Aims**

The aims of the Red Park Equestrian Centre Safeguarding Policy are:

3.1 To ensure robust safeguarding arrangements and procedures are in operation to provide children, young people and adults at risk with appropriate safety and protection whilst at Red Park Equestrian Centre), allowing them to participate in a fun, safe environment and in an atmosphere of fair play.

3.2To take all reasonable, practical steps to protect children and adults at risk from harm, discrimination and degrading treatment and respect their rights, wishes and feelings.

3.3 To ensure everyone understands their roles and responsibilities in respect of safeguarding and are provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people and adults at risk.

3.4 To take all reasonable, practical steps to protect children and adults at risk from harm, discrimination and degrading treatment and respect their rights, wishes and feelings.

3.5 To ensure everyone understands their roles and responsibilities in respect of safeguarding and are provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people and adults at risk.

3.6 To 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. All concerns or allegations of poor practise or abuse are taken seriously and responded to swiftly and appropriately. It is the responsibility of child protection or adults at risk experts to determine whether or not abuse has taken place but it is everyone’s responsibility to report it.

3.7 To ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored.

3.8 To maintain high standards of behaviours and good practise through compliance with BEF codes of conduct produced for instructors, coaches, parents/guardians and volunteers. The policy and procedures are mandatory for everyone involved with Red Park Equestrian Centre. Failure to comply with the policy and procedures will be addressed without delay and may ultimately result in dismissal/exclusion from Red Park Equestrian Centre.

**4.0** **The policy will be reviewed every three years, or in the following circumstances:**

4.1 Changes in legislation and/or government guidance.

4.2 As required by the Local Safeguarding Children Board, BHS and the BEF.

4.3 As a result of any other significant change or event.

**5.0 Centre Safeguarding Officer**

Red park Equestrian Centre will appoint a Centre Safeguarding Officer (CSO)

The role of the CSO is:

5.1 To ensure that Red Park Equestrian Centre staff and volunteers, are aware of the Safeguarding Policy, procedures, guidelines and codes of conduct and adopt them as appropriate.

5.2 Be the first point of contact at Red park Equestrian Centre for staff, volunteers, young people or parents/guardians/carers for any issue concerning safeguarding, child protection or welfare, poor practise or potential/alleged abuse.

5.3 To have access to contact details for Children’s Services, the Police and the BHS Lead Safeguarding Officer.

5.4 To follow the information in the BEF Safeguarding Policy for procedures for recording and reporting information as required.

5.5 To advise the BHS Lead Safeguarding Officer of any allegations or complaints made in relation to child protection and safeguarding and to implement BHS’s Safeguarding procedure as appropriate.

5.6 To respond to any allegations or complaints made from within Red park Equestrian Centre in accordance with the agreed protocols detailed in the BEF Safeguarding Equestrian Sport.

5.7 To ensure that Under 18 clients and their parents/guardians are aware of Red Park Equestrian Centre’s Safeguarding Policy and Procedures and how to access them.

5.8 To facilitate and promote education and training in safeguarding for staff and volunteers.

5.9 To ensure that procedures on recruitment of staff and volunteers are followed and for those roles which undertake regulated activity or regulated work. This includes a full and in date DBS check.

5.10 To ensure that codes of conduct are in place for staff, volunteers, junior members and their parents/guardian/carers

5.11 To ensure confidentiality is maintained and information is only shared on a ‘need to know’ basis.

5.12 It is not the role of the CSO to be a Child Protection expert or to determine whether or not a serious incident has taken place, rather to record the details and seek guidance if necessary.

**6.0 Communication**

6.1 Red Park Equestrian Centre will make available its Safeguarding Policy and Procedures to all staff, volunteers, junior members and their parents/guardians/carers and it is available at the centre office and to download at https://www.bef.co.uk/Detail.aspx?page=BEF-Safeguarding-Safeguarding

6.2 Red Park Equestrian Centre will circulate to all new clients and their parents/guardians/carers if the name and number of the Centre Safeguarding Officer.

6.3 All individuals involved with Red Park Equestrian Centre, no matter what role they participate in, must adhere to the BEF Safeguarding Code of Conduct.

6.4 All individuals involved with Red park Equestrian Centre must all sign to agree to uphold the Safeguarding Code of Conduct.

**7.0 Training**

7.1 Instructors/coaches and staff and volunteers working with children/or and adults at risk must undertake the BEF approved safeguarding training (or recognised equivalent) course within the last 3 years. Refresher training must be completed every three years via either the BEF approved online training portal or a further face to face course.

7.2 Any new appointments of under 18 instructors/coaches and staff and volunteers working with children and/or adults at risk will undertake the BEF Safeguarding training course (or recognised equivalent) as part of their initial training/induction unless they can evidence that they have undertaken the course with another member body in the last three years. They will then refresh their training every three years as detailed above.

**8.0 Criminal Record checks**

8.1 Instructors who teach/coach Under 18s and adults at risk, and staff and volunteers working with children and/or adults at risk at Red park Equestrian Centre must hold a current certificate through the Disclosure and Barring Service, Disclosure Scotland or Access NI as appropriate.

8.2 Certificates must be renewed every three years.

**9.0 Further information and links**

Red Park Equestrian Centre Safeguarding Officer details:

Jill Martin: Owner/Manager: 07860137557

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