



Child Protection (Safeguarding and Promoting the Welfare of Children)

Budo Martial Arts

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1 Introduction

The welfare of a child is paramount. Budo Karate Club (hereinafter referred to as the Club) fully recognises its responsibility for protecting and safeguarding the welfare of children. The Club acknowledges its responsibility to take all reasonable steps to promote safe practice and to protect children from harm, abuse, and exploitation.

Section 11 of the Children Act 2000

<http://www.legislation.gov.uk/ukpga/2004/31/contents> Places a statutory duty on organisations and individuals to ensure that their functions are discharged with regard to the need to safeguard and promote the welfare of children. Working Together to Safeguard Children) sets out how organisations and individuals should work together to safeguard and promote the welfare of children and young people in accordance with the Children Act 1989 and the Children Act 2004.

This policy should be read in conjunction with Berkshire Local Safeguarding Children Boards Child Protection Procedures. The procedures are available at:

<https://berks.trixonline.co.uk/>

2 Purpose of Policy

The Club recognises its responsibility to ensure that effective and safe working systems are in place for staff and volunteers working with children and their parents or carers. This policy provides details for all the Club staff and volunteers on the recognition of signs of abuse and specific arrangements for the alerting to, and management, of suspected and confirmed safeguarding issues.

2.1 Our overarching aims are:

- To ensure that all staff and volunteers understand that safeguarding children is 'everyone's business'.
- To ensure that staff and volunteers recognise and know how to respond when children may be at risk of harm.
- To embed and maintain the best safeguarding practice across the Club and ensure compliance with national and local policy.

The contents of this policy have been developed from and are consistent with relevant law, regulation and statutory and non-statutory Government guidance.

3 Scope of Policy

This policy details the principles and standards to safeguard children who may need additional support or at risk of harm. This policy is relevant to all staff and volunteers working directly with children. This is in recognition that

everyone shares responsibility for safeguarding and promoting the welfare of children and young people irrespective of individual roles.

The scope of this document provides staff and volunteers with a clear understanding of their roles and responsibilities for safeguarding children as defined in Working Together to Safeguard Children.

4 Associated Documents

This document should be read in conjunction with:

This policy should be read in accordance with the EKF (English Karate Association) safeguarding adults policy:

[EKF-Safeguarding-Children-Policy-June-23-3.pdf](#)

Berkshire Multi-agency Safeguarding Arrangements Partnership Boards Child Protection procedures

<https://berks.trixonline.co.uk/>

Working Together to Safeguard Children.

What to do if you're worried a Child is being abused: Advice for Practitioners (2015) National Institute for Health and Clinical Excellence (NICE) Guideline NG76, Child abuse and neglect (2017)

NICE Clinical Guideline CG110, Pregnancy and Complex Social Factors (2010)

5 Definitions of Key Terms

A child is defined as anyone who has not yet reached their 18th birthday and for the purpose of this document includes the unborn child.

Safeguarding and promoting the welfare of children is the process of: -

- protecting children from abuse or neglect.
- preventing impairment of their health and development.
- ensuring they are growing up in circumstances consistent with the provision of safe and effective care that enables children to have optimum life chances and enter adulthood successfully.

Abuse and neglect refer to forms of child maltreatment and are defined further in Working Together to Safeguard Children.

Significant harm *The Children Act (1989)* introduced the concept of significant harm as the threshold that justifies compulsory intervention in family life in the best interests of a child. A duty is placed on local authorities to make enquiries to determine if they should take action to safeguard and promote the welfare of a child who is suffering or likely to suffer significant harm.

6 Roles and Responsibilities

Director:

The Director has overall responsibility for ensuring that the Club has appropriate safeguarding processes in place and that the club contribution to safeguarding and promoting the welfare of children is discharged effectively.

Safeguarding Officer

- Safeguarding officer has a lead role in promoting professional practice and in the provision of advice, expertise and support to all Club colleagues.
- Safeguarding officers are available to offer support, advice and guidance to the club staff and volunteers. The contact details are
Liudmila Knowles
Tel: 07563821023
- All staff working must be alert to the Berkshire Child Protection Procedures.

Professionals

All club professionals working directly with children must ensure that safeguarding and promoting the welfare of a child is an integral part of any practice. All staff have a responsibility to ensure that they:

- Are familiar with and adhere to the Berkshire' Child Protection Procedures. The procedures are available at <https://berks.trixonline.co.uk/>
- Know who to contact if they need to discuss concerns about a child's welfare.
- Work in partnership with other agencies to safeguard and promote the welfare of children.
- Attend child protection training according to their specific role and professional needs.
- Share information and co-operate with appropriate agencies.
- Attend child protection conferences if specifically required.
- Contribute to decision making.
- Implement child protection plans as appropriate.

Staff should be particularly aware of the impact on a child of an environment where domestic abuse occurs and the potential link with child protection. Staff need to ensure they are aware of the indicators of domestic abuse and when identified take appropriate action including considering the impact on any children. Staff should also be aware of the impact of adult mental health and alcohol and substance misuse on the welfare of children. Staff should be particularly aware of the indicators of child sexual and criminal exploitation and seek advice from the safeguarding officer should they identify a child who they assess may be at risk. Staff must also be aware of what to do if they are aware that a client has undergone female genital mutilation. Following the Serious Crime Act 2015, if female genital mutilation is identified in a child all regulated professionals have a mandatory duty to report to police.

Staff should also be aware of the HEALTHWRAP (PREVENT)

7 Adults Accessing All Services

All service users accessing training in the club must be asked about their parental status and the demographic details of their child/children such as name, date of birth, ethnicity, residency of their child. This must be recorded in the appropriate electronic form.

Those who work with service users must be aware of the potential risk factors to children and consider the implications of an individual service user's mental health or behaviour on the safety and wellbeing of any child they may come into contact with.

It must be standard practice to inform children's social care about any safeguarding concerns identified.

8 Reporting Child Protection Concerns

The welfare of a child is paramount. In cases of suspected child abuse the duty of care that any professional owes to a child or young person will take precedence over any obligation to the parent or adult carer. All professionals must follow the Berkshire Child Protection Procedures available at <https://berks.trixonline.co.uk/>

Safeguarding officer is available for advice and support to any professional who has concerns about the welfare of a child. Contact details provided in section 6 of this policy.

A referral telephone call should be made in the first instance to the Children's Social Care Referral and Assessment Team in the area in which the child is living or the appropriate front door service for that area. This should be followed up in writing within 48 hours.

The reasons for referral should normally be discussed with the child (age appropriate) and their parents and their consent sought for the referral unless:

- It is considered that such a discussion would place the child (or other children) at increased risk of harm.
- It is considered that such a discussion would place the member of staff at risk of harm.
- It is considered that such a discussion would jeopardise a criminal investigation.

Any reason for not seeking consent must be clearly verbalised and documented within the referral.

The referral must be made by the individual who identifies the concern.

Staff must prioritise their attendance at all multi-agency child protection meetings only if they are invited to. Advice and support for staff is available from the safeguarding officer.

9 Allegations Against Staff and Volunteers

All staff and volunteers working with children should understand that the nature of their work and their responsibilities related to it, place them in a position of trust. The Club will not accept inappropriate behaviour towards children, staff or volunteers and will ensure that any concerns or allegations of impropriety are dealt with quickly, fairly and sensitively.

All children and young people have a right to be treated with respect and dignity even in those circumstances where they display difficult or challenging behaviour.

9.1 Safer Recruitment and Allegations Management

The Club will ensure that recruitment, including any contractual arrangements, consider the need to safeguard and promote the welfare of children and young people, including arrangements for appropriate checks on new staff and volunteers and adoption of best practice in the recruitment of new staff and volunteers. The Club has procedures for dealing with allegations of abuse against members of staff or volunteers.

A Child is deemed to be anyone who has not yet reached their 18th birthday. Where allegations have been made that a person who works with a child:

- Behaved in a way that has harmed a child, or may have harmed a child;
- Possibly committed a criminal offence against or related to a child;
- Behaved towards a child or children in a way that indicates they may pose a risk of harm to children;
- Behaved or may have behaved in a way that indicates they may not be suitable to work with children.

The person to whom the allegation is reported should immediately inform the Director who will initiate the appropriate process/policy. The Safeguarding Office or their deputy should also be informed.

10 Record Keeping

All concerns and incidents should be recorded in a clear and factual way as soon as possible after the event in the relevant record system.

Key aspects to be documented when sharing information with other agencies:

- document the granting or (withholding) of consent to share information.
- document the grounds for sharing information.
- document decisions made and actions taken.
- document names of professionals liaised with and the outcome.

Where a parent has agreed to a referral to an external agency, this must be recorded and confirmed in writing if appropriate.

11 Confidentiality/Information Sharing

The Children Act (1989) provides the legislation for information to be shared in the best interests of a child.

Personal information about children and families held by agencies should not normally be disclosed without the consent of the subject. Personal information held by agencies must be obtained and processed fairly and lawfully and stored securely. It must be accurate, proportionate to the purpose, not held longer than necessary and may be disclosed in appropriate circumstances.

11.1 Information Sharing

It is important that staff understand when, why and how they should share information so that they can do so confidently and appropriately as part of their day-to-day practice. All professionals must use their judgement in sharing information. The law will not prevent you from sharing information with others if:

- consent has been obtained.
- the public interest in safeguarding the child's welfare overrides the need to maintain confidentiality.

The guidance Information sharing: Advice for practitioners providing safeguarding services to children, young people, parents and carers, guides practitioners on information sharing in respect of children and advice can be sought from the Safeguarding officer.

Please refer to CCR116 Gillick Competency and ORG060 Data Subject Access Request [Information sharing: advice for practitioners \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)

12 Incidents, Near Misses And Serious Incidents Requiring Investigation (SIRI)

All staff should adhere to Berkshire Healthcare Policy CCR173: Patient Safety Incident Response and record any near misses, incidents, unmet needs or serious incidents in relation to safeguarding children on the incident management system (DATIX).

13 Training Requirements

All staff and volunteers must attend single agency child protection training relevant to their role as soon as possible after commencing employment. Further child protection training must then be accessed at a level relevant to an individual's role.

It is the responsibility of the Director to ensure their staff/volunteers attend a level of child protection training relevant to a staff member's role.

14 References And Associated Bibliography

Berkshire Local Safeguarding Children Boards Child Protection Procedures
<https://berks.trixonline.co.uk/>

The Children Act (1989) HM Government.

The Children Act (2004) HM Government.

HM Government Working Together to Safeguard Children: A guide to interagency working to safeguard and promote the welfare of children.

HM Government (2015) Information sharing: advice for practitioners providing safeguarding services to children, young people, parents and carers.

Human Rights Act (1998) .

National Institute for Health and Clinical Excellence (2009): When to suspect child maltreatment.

Inter-Agency Procedures & Guidelines for Responding to the Abuse of Vulnerable Adults in Berkshire.

[Adult Safeguarding Procedures - Berkshire Safeguarding Adults](#)