



Child Protection Policy

Introduction

PLL has a duty of care to safeguard all children in our provision from harm. All children have a right to protection, and the needs of children who may be particularly vulnerable must be taken into account. We will ensure the safety and protection of all children involved in activities provided by us through adherence to the Child Protection guidelines.

The following legislation and guidance guide this policy:

- Children Act 1989 and 2004
- Working Together to Safeguard Children (2018)
- Keeping Children Safe in Education (2024)
- United Nations Convention on the Rights of the Child (UNCRC)
- Safeguarding Vulnerable Groups Act 2006
- Surrey County Council Child Protection Guidance

Policy Aims

- We are committed to safeguarding all children and young people.
- We strive to create a safe and supportive environment where children can play, learn and develop.
- We take all reasonable steps to prevent harm, abuse and neglect.
- We promote an ethos of openness and encourage children to talk about any concerns they may have.

A child is defined as a person under the age of 18 (The Children Act 1989).

PLL Designated Safeguarding Lead (DSL): Charlie Adams (077898112420)

PLL Deputy DSL: Robbie Trimm (07899780566)

DSL Responsibilities:

- Lead on child protection concerns.
- Liaise with Surrey's Children's Single Point of Access (C-SPA).
- Maintain confidential safeguarding records.
- Ensure all staff understand and follow safeguarding procedures.

Recognising Abuse and Neglect

Abuse may be: Physical, Emotional and Sexual

Physical

Possible Signs & Symptoms:

- Unexplained bruises, burns, bite marks, or fractures.
- Injuries in various stages of healing.
- Fear of physical contact or flinching when approached.
- Wearing long sleeves in hot weather (possibly to cover injuries).
- Reluctance to go home or talk about injuries.
- Aggressive or withdrawn behaviour

Emotional

Possible Signs & Symptoms:

- Low self-esteem or self-confidence.
- Excessive need for approval or affection.
- Sudden speech disorders (e.g. stammering).
- Fear of doing something wrong or overly anxious to please.
- Social withdrawal or lack of interaction with peers.
- Constantly feeling unloved, unwanted, or unworthy.

Sexual

Possible Signs & Symptoms:

- Sexual knowledge, language, or behaviour inappropriate for the child's age.
- Difficulty walking or sitting, or pain in genital areas.
- Nightmares, bedwetting, or sudden changes in sleep patterns.
- Sudden fear of certain people or places.
- Unexplained gifts, money, or items (may indicate grooming).
- Withdrawn, anxious, or overly compliant behaviour.

Neglect

Possible Signs & Symptoms:

- Poor hygiene: dirty clothing, body odour, or unwashed appearance.
- Persistent hunger or stealing food.
- Inappropriate clothing for the weather.
- Tiredness or falling asleep in class or activities.

- Untreated medical conditions or lack of routine healthcare.
- Delayed development or failure to thrive.

These signs do not automatically mean abuse is occurring but should always be noted and passed to the Designated Safeguarding Lead (DSL) for further action or monitoring.

We follow **Surrey's Threshold Document** to determine levels of need and appropriate response.

Signs of abuse are outlined in the Surrey Safeguarding Children Partnership guidance: <https://www.surreyscp.org.uk>

Responding to Concerns

If a child makes a disclosure or staff have a concern:

1. Listen, reassure and take the concern seriously.
2. Do not promise confidentiality – explain that the information must be shared.
3. Record what was said using the child's own words.
4. Report immediately to the DSL- Charlie Adams (077898112420)

If a child is in immediate danger, call:

999 – Police Emergency

Or contact **Surrey C-SPA**:

- **0300 470 9100** (Mon–Fri 9am–5pm)
- **01483 517898** (Out of hours)
- **Email:** cspa@surreycc.gov.uk

Information for C-SPA or the Police about Suspected Abuse

To ensure that this information is as helpful as possible, a detailed record should always be made at the time of the disclosure/concern, which should include the following:

- The child's name, age and date of birth.
- The child's home address and telephone number.
- Whether or not the person making the report is expressing their own concerns or those of someone else.
- The nature of the allegation. Include dates, times, any special factors and other relevant information.
- Make a clear distinction between what is fact, opinion, or hearsay.

- A description of any visible bruising or other injuries using the **body map** document. Also, any indirect signs, such as behavioural changes.
- Details of witnesses to the incidents.
- The child's account, if it can be given, of what has happened and how any bruising or other injuries occurred.

Safer Recruitment

PLL Group follows Surrey's safer recruitment procedures:

- All staff have undergone enhanced DBS checks, which include barred list information.
- References are obtained and verified.
- Safeguarding responsibilities are clearly outlined in job descriptions.

Code of Conduct for Staff

All staff and volunteers must:

- Maintain professional boundaries at all times.
- Avoid being alone with a child where they cannot be seen.
- Never use inappropriate language or behaviour.
- Report all safeguarding concerns or breaches of this policy.

Online Safety

- Digital devices are used only under supervision.
Filters are in place to block inappropriate content.
- Staff must not communicate with children via social media or private messaging.

Whistleblowing

Concerns about the conduct of staff should be reported to the DSL.

If concerns involve the DSL or remain unresolved, contact Surrey's **Local Authority Designated Officer (LADO)**:

- **Tel:** 0300 123 1650
- **Email:** LADO@surreycc.gov.uk

Staff can also contact the **NSPCC Whistleblowing Advice Line:**

- **Tel:** 0800 028 0285

Training and Supervision

- All staff receive Safeguarding Children training.
- The DSL and deputy receive advanced multi-agency training in line with SSCP expectations.
- Regular refreshers and online updates are available.

Confidentiality and Record Keeping

- Child protection records are stored securely and separately.
- Information is only shared on a “need to know” basis in line with Surrey County Council’s Information Sharing Protocol.

Incidents that Must be Reported/Recorded

If any of the following occur, staff must report the incident immediately to the DSL and record the details. The parents of the child should also be informed:

- If you accidentally hurt a child
- If he/she seems distressed in any manner
- If a participant appears to be sexually aroused by your actions
- If a participant misunderstands or misinterprets something you have done.

Allegations of Previous Abuse

Allegations of abuse may be made some time after the event (e.g., by an adult who was abused as a child) or by a member of staff who is still currently working with children).

Where such an allegation is made, the club should follow the procedures outlined above and report the matter to the relevant social services or the police.

This is because other children, either within or outside sport, may be at risk from this person. Anyone who has a previous criminal conviction for offences related to abuse is automatically excluded from working with children. This is reinforced by the details of the Protection of Children Act 1999.

Bullying

According to the NSPCC, Bullying is intentional behaviour that hurts someone else. It includes name calling, hitting, pushing, spreading rumours, threatening or undermining someone. It can happen anywhere – at school, at home or online. It's usually repeated over a long period of time and can hurt a child both physically and emotionally.

Action to help the victim and prevent bullying in sport:

- Take all signs of bullying very seriously.
- Encourage all children to speak and share their concerns
- Help the victim speak out and report the incident to the person in charge or someone in authority.
- Create an open and trusting environment.

Action towards the bully(ies):

- Talk with the bully(ies), explain the situation, and try to get the bully(ies) to understand the consequences of their behaviour.
- Seek an apology to the victim(s).
- Inform the bully's parents.
- Impose sanctions as necessary.
- Encourage and support the bully(ies) to change behaviour.
- Hold meetings with the families to report on progress.
- Keep a written record of action taken.

Most 'low-level' incidents will be dealt with at the time by staff on site. However, if the bullying is severe, or if it persists despite efforts to deal with it, incidents should be referred to Charles Adams as in "responding to a concern" above.

Concerns Outside the Environment (e.g. a parent or carer):

Report your concerns to Charles Adams/Robbie Trimm, who should contact social services or the police as soon as possible. See below for the information social services or the police will need :

- If Charles Adams or Robbie Trimm is unavailable, the person being informed or discovering the abuse should contact C-SPA or the police immediately.
- C-SPA and the DSL will decide how to involve the parents/carers.
- Maintain confidentiality on a need-to-know basis only.

This policy was adopted by: Charlie Adams	Date: 1st September 2025
To be reviewed: 31st August 2027	Signed: 