



**SAFEGUARDING AND CHILD PROTECTION POLICY: PROTECTING
CHILDREN AND YOUNG PEOPLE**

Last reviewed: 8th August 2025

Next review due: 7th August 2026

Designated Safeguarding Lead (DSL): Okpo Zion

1. Policy Statement

At Youth Visionaries CIC, safeguarding is at the heart of our mission to help young people aged 16–25, especially those facing barriers to work, education, or mental health, unlock new opportunities and build better futures.

We believe:

- All children, young people, and adults at risk have the right to be safe, respected, and heard.
- Safeguarding is everyone's responsibility – staff, volunteers, trustees, and partners.
- Safety and trust are the foundation for learning, creativity, wellbeing, and personal growth.

We are committed to:

- Creating safe, inclusive spaces where young people can thrive.
- Listening to young people and involving them in shaping our safeguarding approach.
- Acting quickly and proportionately when concerns arise.
- Meeting and exceeding statutory safeguarding duties and funder expectations.

This policy applies to all staff, trustees, volunteers, contractors, and partners working with or on behalf of Youth Visionaries CIC.

2. Purpose and Aims

Purpose

To provide a clear framework for protecting children, young people, and adults at risk, ensuring all representatives of Youth Visionaries CIC act in the best interests of participants.

Scope

- All Youth Visionaries CIC programmes and services.
- All in-person, digital, and offsite environments.
- All representatives of the organisation (paid or voluntary).

Aims

- Support young people's safe and healthy development into adulthood.
 - Promote inclusion, expression, and social integration.
 - Safeguard mental health alongside physical safety.
 - Ensure early intervention and swift response to concerns.
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3. Safeguarding Leads and Governance

Primary DSL

- Name: Okpo Zion
- Phone: 07303 047588
- Email: zion.oshiobugie@youthvisionariescic.org
- Address: 14 Katrine Place, Milton Keynes, MK2 3DW

Deputy DSL

- Name: Nkepile Ester Kingsley
- Phone: 07903 432954
- Email: esther@youthvisionariescic.org
- Address: 9 Tobago Drive, Willow Lake, MK3 5FT

Trustee Safeguarding Lead

- Name: Tochukwu Oduenyi
- Responsibility: Board-level oversight of safeguarding, ensuring accountability and continuous improvement.

External Safeguarding Contacts (Milton Keynes)

- MASH: 01908 253169 / mash@milton-keynes.gov.uk
- LADO: 01908 254300 / lado@milton-keynes.gov.uk
- Out-of-Hours Emergency Social Work: 01908 265545
- NSPCC Helpline: 0808 800 5000
- Childline: 0800 1111

4. Legal and Policy Framework

This policy is based on:

- Children Acts 1989 & 2004
- Working Together to Safeguard Children (2023)
- Keeping Children Safe in Education (2023)
- Care Act 2014 (Making Safeguarding Personal)
- Data Protection Act 2018 and UK GDPR
- Safeguarding Vulnerable Groups Act 2006
- Counter-Terrorism and Security Act 2015
- Charity Commission Safeguarding Guidance

5. Definitions

- Child: Anyone under 18.
- Adult at risk: Aged 18+ with care/support needs, at risk of abuse/neglect, unable to protect themselves.
- Safeguarding: Proactive steps to promote wellbeing and prevent harm.
- Child Protection: Specific action to protect children suffering or at risk of significant harm.

6. Equality, Diversity, and Inclusion

We give equal priority to safeguarding all children and young people, regardless of:

- Age, disability, race, religion, sex, gender identity, or sexual orientation.
- Mental health needs, SEND, care-experienced backgrounds, or other vulnerabilities.

We recognise some young people face additional risks of harm due to discrimination, isolation, or unmet needs. We take proactive steps to address these inequalities in our safeguarding practice.

7. Categories of Abuse and Exploitation

(as defined in *Working Together to Safeguard Children 2023*)

- Physical abuse
 - Emotional abuse
 - Sexual abuse
 - Neglect
 - Child Sexual Exploitation (CSE)
 - Child Criminal Exploitation (CCE) / County Lines
 - Female Genital Mutilation (FGM)
 - Radicalisation & extremism
 - Online abuse
 - Financial, organisational, and discriminatory abuse (for adults at risk)
 - Self-neglect (for adults at risk)
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8. Registration, Consent, and Supervision

- All children/young people registered with signed parental/guardian consent.
 - Attendance registers maintained for all sessions.
 - Under-8s in extended settings registered with social services.
 - Adequate supervision ratios maintained.
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9. Safer Recruitment

We follow safer recruitment best practice, including:

- Application form & structured interview.
- Minimum two references (one recent employer).
- Verification of ID, qualifications, and employment history.
- Enhanced DBS checks for all staff/volunteers working with children, refreshed at least every 3 years.

- Safeguarding-focused interview questions.
 - Three-month probation with supervision and review.
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10. Conduct and Boundaries

- Children/young people never left unsupervised.
 - Avoid 1:1 situations unless necessary and logged.
 - No unauthorised private meetings or communications.
 - Teenage helpers always supervised by adults.
 - Boundaries maintained across physical, emotional, and digital contact.
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11. Safety and Risk Management

- Risk assessments completed for all spaces, activities, and trips.
 - Staff trained in first aid, fire safety, and emergency procedures.
 - Children only released to authorised adults.
 - Transport safety standards enforced (licensed, insured, seatbelt compliant).
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12. Trips and Offsite Activities

- Parental consent mandatory.
 - Risk assessments and insurance required.
 - Adult-to-child ratios maintained.
 - Medical info and emergency contacts carried.
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13. Responding to Concerns or Disclosures

- If in immediate danger, call 999.
- Stay calm, listen, reassure – do not promise confidentiality.
- Record disclosure verbatim, with date and signature.
- Report to DSL/Deputy immediately.

- Allegations against staff/DSL reported to LADO.

See Appendix A: Safeguarding Concern Flowchart.

14. Online Safety

We apply the same safeguarding principles online as offline:

- Secure platforms only.
 - No 1:1 unsupervised communication.
 - Staff training in digital safeguarding.
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15. Information Sharing & Confidentiality

- Follow *Working Together* information-sharing guidance.
 - Share only on a “need-to-know” basis.
 - Balance confidentiality with protection duties.
 - Comply with Data Protection Act 2018 and UK GDPR.
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16. Record Keeping

- Accurate records of concerns/disclosures kept securely.
 - Include date, time, exact words used, who was informed, and actions taken.
 - Retained for a minimum of 6 years (or longer if required).
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17. Whistleblowing

- Staff/volunteers encouraged to report unsafe practice.
 - Whistleblowers protected from retaliation.
 - Concerns can also be raised with NSPCC or LADO independently.
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18. Training

- Induction safeguarding training for all staff/volunteers.

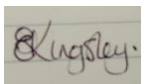
- Annual refresher training (including in-house).
 - DSL advanced safeguarding training every 2 years.
 - Ongoing updates on emerging safeguarding issues.
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19. Monitoring, Review, and Accountability

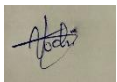
- Reviewed annually (or sooner if legislation changes).
 - Effectiveness assessed through:
 - Safeguarding incident audits.
 - Staff/volunteer feedback.
 - Youth voice input.
 - Trustee oversight.
 - Updated policy shared with staff, volunteers, partners, and made public.
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This policy was adopted by Youth Visionaries CIC on 8th August 2025.

Signed on behalf of the Management Committee by:



ESTHER KINGSLEY



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