

## West End Wonders – Safeguarding Policy Statement

### Our Commitment to Safeguarding

West End Wonders works with children, young people, and their families through a range of activities, including enrichment sessions, community events, birthday parties, and holiday workshops.

This policy sets out our commitment to safeguarding and promoting the welfare of every child who takes part in our services.

The purpose of this policy is to:

- Safeguard all children and young people accessing West End Wonders activities.
- Provide clear principles that guide staff, volunteers, contractors, and families in our approach to child protection.

This policy applies to all individuals working on behalf of West End Wonders, including management, staff, volunteers, students, and external providers delivering sessions for us.

### Legal and Statutory Framework

This policy is informed by legislation and national guidance designed to protect children in England, including:

- Children Act 1989
- Children Act 2004
- Children and Social Work Act 2017
- Safeguarding Vulnerable Groups Act 2006 (Schedule 4)
- Equality Act 2010
- Rehabilitation of Offenders Act 1974
- Childcare Act 2006
- Childcare (Disqualification) Regulations 2018
- DfE Safeguarding Guidance for After-School Clubs, Community Activities & Tuition Providers (2023)
- Working Together to Safeguard Children (DfE, 2023)
- What To Do If You're Worried a Child Is Being Abused (DfE, 2015)
- Mandatory Reporting of FGM (Home Office, 2015)
- Keeping Children Safe in Education (KCSIE, 2025 update)
- Every Child Matters (2003)
- The Prevent Duty (2015)

- The Human Rights Act 1998

## **Our Safeguarding Principles**

West End Wonders believes that:

- Every child has the right to feel safe, valued, and protected from harm.
- We share a collective responsibility to ensure the wellbeing of the children in our care.
- Safeguarding must be embedded in every aspect of our practice.

We recognise that:

- The welfare of the child is always paramount.
- All children have equal rights to protection, regardless of age, disability, gender, ethnicity, religion, sexual orientation, or family background.
- Some children may be particularly vulnerable due to past experiences, communication needs, or additional support requirements.
- Effective safeguarding requires partnership with children, parents/carers, schools, and external agencies.

## **How We Keep Children Safe**

West End Wonders will safeguard children and vulnerable individuals by:

### **1. Embedding strong safeguarding culture**

- Following the 5 safeguarding actions: **Recognise, Respond, Report, Record, Refer.**
- Promoting a culture where children feel listened to, respected, and able to speak up.

### **2. Clear leadership and accountability**

- Appointing a **Designated Safeguarding Lead (DSL)** and **Deputy DSL.**
- Ensuring all staff understand their safeguarding responsibilities.

### **3. Safe and consistent practice**

- Implementing clear safeguarding and child protection procedures that reflect best practice and statutory guidance.
- Ensuring concerns are shared appropriately with relevant agencies and that families are involved when safe and appropriate.

### **4. Preventing bullying and harm**

- Maintaining an anti-bullying ethos and responding swiftly to any incidents.
- Promoting positive behaviour and fostering an inclusive, respectful environment.

## **5. Information and training**

- Providing safeguarding information to children, parents, staff, and volunteers.
- Ensuring all staff receive regular safeguarding and Prevent training.
- Ensuring staff understand how to recognise and report low-level concerns.

## **6. Safe recruitment and staffing**

- Recruiting safely, including DBS checks and verifying staff suitability.
- Providing supervision, support, and ongoing training for all team members.
- Monitoring children's attendance and recognising absence as a potential safeguarding concern.

## **7. Early Help and multi-agency working**

- Escalating concerns when necessary and working collaboratively with local agencies.

## **8. Online safety**

- Promoting safe use of technology.
- Raising awareness of risks such as misinformation, malicious content, and AI-fabricated material.
- Using suitable filtering and monitoring systems where appropriate.

## **9. External providers**

- Ensuring that external organisations delivering activities for West End Wonders meet required safeguarding standards.

## **10. Conduct and Allegations**

- Enforcing our Code of Conduct for staff and volunteers.
- Managing allegations against staff or volunteers in line with statutory guidance.
- Ensuring robust complaints and whistleblowing processes.

## **11. Safe physical environment**

- Following health and safety measures to maintain a secure environment for children and staff.
- Ensuring all staff understand fire safety, evacuation, and lockdown procedures.
- Providing safety plans and training on responding to serious incidents.

## **12. Data protection and record keeping**

- Recording, storing, and sharing information securely in line with DPA and UK GDPR requirements.

**This policy was last reviewed on: 13 February 2026**

Signed

Director of West End Wonders