

THE TOY LIBRARY

SAFEGUARDING & CHILD PROTECTION POLICY

MAY 2024

The purpose and scope of this policy

The purpose of this policy is:

- to protect children and young people who receive The Toy Library's services. This includes the children of adults who use our services.
- to provide parents, staff and volunteers with the overarching principles that guide our approach to child protection.

This policy applies to anyone working on behalf of The Toy Library, including senior managers and the board of trustees, paid staff, volunteers, sessional workers, agency staff and students.

Legal framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England.

A summary of the key legislation is available from [nspcc.org.uk/learning](https://www.nspcc.org.uk/learning).

Related policies and procedures

This policy should be read alongside our organisational policies and procedures, including:

- Role of the Organisation Lead, the Practice Lead and the Designated Safeguarding Leads.
- Safeguarding & Child Protection Guidelines
- Managing allegations against staff and volunteers - (within Safeguarding & Child protection Guidelines and the NCSCB Procedures)
- Confidentiality Policy
- Social Media Policy
- Code of Conduct for Staff and Volunteers
- Safer Recruitment Policy
- Acceptable Use of Technology Policy
- Anti-bullying Policy
- Complaints Policy
- Whistleblowing Policy
- Health and safety procedures
- Supervision and Appraisal Policy
- Induction and training procedures
- Adult to child ratios
- Quality Assurance Policy

We believe that:

- children and young people should never experience abuse of any kind.
- we have a responsibility to promote the welfare of all children and young people, to keep them safe and to practice in a way that protects them.

We recognise that:

- the welfare of the child is paramount.
- all children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have a right to equal protection from all types of harm or abuse.
- some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.
- working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

We will seek to keep children and young people safe by:

- valuing, listening to and respecting them.
- appointing a Designated Safeguarding Lead (DSL) for each work area for children and young people, a Practice Lead, an Organisation Lead and a Lead Board member for safeguarding
- adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for staff and volunteers
- developing and implementing an effective online safety policy and related procedures
- providing effective management for staff and volunteers through supervision, support, training and quality assurance measures
- Providing current training that is relevant to job roles and that contributes to CPD, as identified through supervision, user feedback, team discussion and management.
- recruiting staff and volunteers safely, ensuring all necessary checks are made.
- recording and storing information professionally and securely
- sharing information about safeguarding and good practice with children, their families, staff and volunteers via leaflets, posters, group work and one-to-one discussions
- using our safeguarding procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately.
- using our procedures to manage any allegations against staff and volunteers appropriately.

- creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise.
- ensuring that we have effective complaints and whistleblowing measures in place.
- ensuring that we provide a safe physical environment for our children, young people, staff, and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance.
- Ensuring that we provide a safe 'virtual' environment for our children, young people, staff, and volunteers, by ensuring we have the correct policies, safeguards and permissions in place with regard to the use of mobile phones, IT equipment and cameras.
- ensuring we keep up to date with relevant safeguarding and other related information, locally and nationally, that will inform and improve our practice.
- Ensure current 'hot topics' are addressed within our practice, policies, procedures and training, including FGM, CSE, CCE, IT, PREVENT

Contact details

Designated Safeguarding Leads: (DSL)

Contact No: 0115 9753898

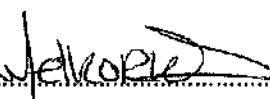
Senior Organisation Lead:	Celina Adams
Board member-Safeguarding Lead:	Melkorka Stiller-Magnúsdóttir Via Organisation Lead
Safeguarding Practice Lead:	Helen Barnett
Family Mentor Service:	Lorraine Stevenson
Creche & Play	Sara Taylor
Next Steps & Play	Yan Gough

NSPCC Helpline

0808 800 5000

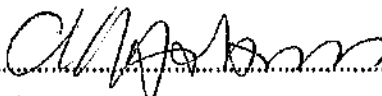
We are committed to reviewing our policy and good practice annually.

This policy was last reviewed on:10/05/23.....

Signed:  Date 10/5/24

Name: MELKORIKA STILLER-MAGNUSDOTTIR

Role: Chair of TRUSTEES

Signed:  Date 10/05/24

Name: CELINA ADAMS

Role: SERVICE DIRECTOR

Document produced	Nov 2018	
V2	May 2019	
V3	Feb 2020	
Addendum -Covid-19 response	May 2020	
V4	Aug 2020	
V5	May 2021	
V5	23/06/22	Reviewed. No amendments
V6	08/11/22	Change of Organisational Lead
V7	24/02/23	Change of contacts
V8	15/05/23	Change of Organisational Lead
V8	10/05/24	Review. No changes.

Adapted from the NSPCC Example Safeguarding Policy:

Copyright © 2018 NSPCC Knowledge and Information Services - All rights reserved.