



Safeguarding Children and Young People Policy

Shepshed Dolphin Swimming Group (SDSG)

1. Policy Statement

SDSG is committed to safeguarding and promoting the welfare of children and young people. We believe that all children, regardless of age, disability, gender, race, religion, belief, or sexual orientation, have the right to be protected from harm, abuse, and neglect.

We recognise our responsibility to create a safe environment and to ensure that all staff, volunteers, trustees, and partners understand their safeguarding duties.

2. Purpose

The purpose of this policy is to:

- Protect children and young people who engage with SDSG.
- Provide staff and volunteers with the principles that guide our approach to safeguarding.
- Ensure we comply with relevant legislation and local safeguarding arrangements.

3. Legal and Policy Framework

This policy is based on UK legislation and statutory guidance, including:

- Children Act 1989 and 2004, and Children and Social Work Act 2017
- Working Together to Safeguard Children (2023)
- Keeping Children Safe in Education (2024) – where applicable
- Charity Commission Safeguarding Guidance (CC30)
- Leicester, Leicestershire & Rutland Safeguarding Children Partnership (LLR SCP) procedures

4. Scope

This policy applies to:

- All trustees, employees, volunteers, contractors, and anyone representing SDSG
- All activities and services involving children or young people under the age of 18.

5. Definitions

- Child / Young Person: Anyone under the age of 18.
- Abuse: A form of maltreatment of a child – can be physical, emotional, sexual, or neglect.
- Safeguarding: Protecting children from maltreatment, preventing impairment, and ensuring safe and effective care.



6. Roles and Responsibilities

- **Trustees:** Have overall accountability for safeguarding within the charity.
- **Designated Safeguarding Lead (DSL):**

Designated Safeguarding Lead (DSL):

DSL Email Address:

DSL Phone Number:

Megan Taylor

Safeguarding@ShepshedDolphins.org.uk

07518792349

Should DSL be unavailable, or the concern is regarding the DSL, the Deputy DSL is:

Samantha Taylor

If the DSL is not available to receive Safeguarding documents, please hand post them, in a sealed envelope, address to the DSL to the following address:

26 Moorfield Place. Shepshed. LE12 9AW

- All Safeguarding Staff and volunteers must be fully trained for their role.
- All Staff and Volunteers: Must read this policy and report any concerns immediately.

7. Recognising and Responding to Concerns

If anyone within the charity has concerns about a child's welfare, they should:

1. Record details factually and promptly; there are reporting forms in the desk file
2. Report the concern to the Designated Safeguarding Lead (DSL) immediately.
3. The DSL will assess the situation and, if necessary, contact:
 - First Response Children's Duty (Leicestershire County Council): 0116 305 0005
 - Police (Emergency): 999
 - Leicester, Leicestershire and Rutland Safeguarding Children Partnership (LLRSCP) procedures manual. LLRSCP Procedures Manual: <https://llrscb.trixonline.co.uk/>

If the DSL is unavailable and there is an immediate risk, contact the authorities directly.

8. Safer Recruitment

SDSG is committed to safer recruitment practices, including:

- Appropriate DBS (Disclosure and Barring Service) checks.
- Verification of references and identity.
- Strong Policies and Procedures which all volunteers, staff and trustees must read.

9. Confidentiality and Information Sharing

Information about safeguarding concerns will be shared only with those who need to know to protect a child. All records will be stored securely in compliance with data protection law.

10. Training and Awareness

All staff, trustees, and volunteers must:

Complete safeguarding training appropriate to their role.

Read and understand this policy.



Be aware of the signs of abuse and how to respond appropriately.

11. Monitoring and Review

This policy will be reviewed annually, or sooner if there are significant changes in legislation, guidance, or the charity's operations.

12. Related Policies and Documents

- Code of Conduct
- Whistleblowing Policy
- GDPR Policy
- Health & Safety Policy
- Incident form
- Incident log



Chairperson _____

Signed _____

Date _____