



Kehillah North London Safeguarding and Child Protection Policy

Safeguarding Lead: Anna Sklair

Approving body: Management Committee

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Purpose and Guiding Principles

Kehillah North London is committed to the best interests of every child, and will provide a framework to safeguard the well-being of children within the community and ensure that we comply with our statutory responsibilities., working within the statutory guidance, Working Together to Safeguard Children (HM Government 2018)

We are a small community, and want to provide a caring, positive and safe environment for all children within the community, respecting their rights and modelling how to respect the rights of others.

Roles and responsibilities

Safeguarding and Child Protection are the responsibility of everyone; employees and volunteers will be aware at all times of our responsibilities, and of conveying our working practice to our visitors.

The Designated Lead for Safeguarding is Anna Sklair. Staff, volunteers, and members should speak to Anna about any concern they might have about a child who is a member of the community or a visitor. Anna Sklair will then discuss the issues with the Rabbi and decide on an appropriate course of action, including the possibility of referral to the local social work team.

We will model appropriate behaviour with young people at all times, all staff and volunteers are in a position of adult responsibility and it is their responsibility to ensure all interactions, both verbal and physical are entirely appropriate especially if there is a need to physically touch one of the children for any reason.

We will model appropriate and positive responses to children's behaviour at all times, and no physical punishment will be used at any time. Children will be respected and we will avoid disparaging, criticising or embarrassing children. Physical restraint is only permitted if the child or others are at immediate risk of harm and must be proportionate to the risk.

Staff and volunteers will not share personal phone numbers and email addresses with children without the consent, knowledge and agreement of parents. Staff and volunteers need to use their phones responsibly in front of children. We recognise that as a community some of our volunteers will have relationships with children as family friends. They should not meet privately with children unless this is with the knowledge and agreement of the parents. We require anyone who ever volunteers with us, to maintain the highest standard of behaviour with young people in our community, whether they are interacting with them as a volunteer or as a family friend.

Staff members, and volunteers, should avoid being alone with individual children, without their parents being present except, if essential for the activity, for short periods, with the door open and other adults made aware. Our staff and volunteers do not take individual children to the toilet, and if they need help with using the toilet or changing clothes their parents will be called to help them.

Lone working outside of normal Kehillah activities should be avoided if at all possible. Where it is a necessity it will be done by agreement with the Rabbi and the Safeguarding Lead with the full agreement with the child's parents.

Guidance for photographing and filming

It's important that children and young people feel happy with their achievements and have photographs and films of their special moments. Family and friends also want to be able to share the successes of their children when they have been part of a special event or activity.

However, some children, parents or carers may not be comfortable with images of themselves or their children being shared. For example:

- if a child and/or their family have experienced abuse they may worry about the perpetrator tracing them online
- children who choose not to have contact with some members of their family may decide to minimise their online presence
- families may have religious or cultural reasons for choosing not to be photographed.

So we will always ask for written consent from a child and their parents or carers before taking and using a child's image. We will explain what the image will be used for how it will be stored and what potential risks are associated with sharing images of children. Children and their family can also withdraw consent for an image to be shared but it may not be possible to delete an image that has already been shared. Children's names will not be used along with their photographs or only their first name if there is a need to identify them. Personal information about individual children will never be published and any photographs with identifying information such as the name of their school will not be used.

We will make sure that parents and carers understand how images of children will be securely stored and for how long. All photographs or videos will only use images of children

and young people in appropriate clothing, and use images that positively reflect on children and young people's involvement in the activity.

When children, parents, carers or visitors take photographs or videos for their personal use at Kehillah events, then we will remind them that they should not share on social media without the consent of parents and children/young people. Anyone in the community who has concerns about the images being shared should talk to the Safeguarding lead.

What to do if a child discloses something worrying to you

Receive:

- **Listen** to what is being said, trying not to display shock or disbelief be aware of your non- verbal communication
- Accept what is being said but do not comment upon it.
- **Do not** ask 'leading' questions, for example, "What did s/he do next?" (This assumes s/he did!), or, "Did s/he touch your private parts?" Such questions may invalidate the evidence in any later court action.

Reassure:

- **Reassure** the young person but only so far as is honest and reliable, for example, don't make promises you may not be able to keep, such as, "I'll stay with you", or, "Everything will be all right now".
- **Don't promise to keep what they tell you a secret; you have to pass it on.** Let the child know what you are planning to do next, and who you have to share this information with. Do not promise that you will not tell their parents, but rather, explore why this might concern the child.
- **Do** reassure and alleviate guilt, if the young person refers to it. For example, you could say: "You are not to blame." "You are not alone, you're not the only one this sort of thing has happened to."
- **Do not** criticise the perpetrator; the young person may love that person and reconciliation may be possible.

Record:

- As soon as possible all information should be recorded. Record as much detail as possible, including names, address, and contact information.
- Write down the nature of the allegation in the child's own words, do not include your own judgement or assumptions. Stick to what was actually said by the young person.
- Note any observations on behavior/emotional state or injuries and bruising.
- Note time, location and date of disclosure and sign the notes.
- Hold in mind that at some point in the future parents might see the record.
- **Do not** investigate the matter yourself, merely receive information and be ready to refer.

Refer:

- **Pass this information and a verbal account immediately to the Safeguarding Lead and the Rabbi.** If you cannot contact either of these, contact the Hackney Social Work Team. If your concern is about the Designated Safeguarding Lead or the Rabbi, you should report your concern straight to the MASH team at Hackney Social Services.
- It is **your duty to refer this information** – you cannot keep it a secret.

- **The Safeguarding Lead, will then decide whether a formal referral needs to be made. The Safeguarding Lead may seek advice from either the NSPCC or the local social services team as to whether a formal referral should be made or whether there is a different and more helpful course of action, and will work closely with the Rabbi.**

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The Designated Safeguarding Lead will always inform parents and carers unless it places the child at risk of greater harm. Our aim is always to work closely with families.

If the disclosure is from a parent or a visitor to the community, then you should record these concerns and then report the concern to the Safeguarding Lead in the first instance.

If you are unhappy at any point with how the matter is being managed within the community, you should contact the Hackney Social Work team yourself.

Allegations of abuse against employees and volunteers must always be reported to the Safeguarding Lead who will then report it to the local social work team in every instance and share information with the Rabbi.

Record Keeping and Confidentiality

A written record will be made of any disclosure or concern as soon as possible, and certainly within 24 hours.

All written records will be emailed to the administrator, with a confidential heading. The administrator will print a copy, file in a sealed envelope marked only with the initials of the child. The email will then be deleted. The Safeguarding Lead is responsible for making sure that records are kept up to date with the disclosure, the actions taken and any referrals made.

If the child and family move to a new synagogue, we will, with the family's knowledge, pass our notes to the new synagogue.

We cannot promise to keep any disclosure secret, because we regard Safeguarding as everybody's responsibility, and will need to report abuse. Our principle will always be to work closely with a child's parents and carers unless the child is at immediate risk, and the Safeguarding Lead will then discuss any concerns with the Rabbi. Together they will create a plan to open a conversation with the parents concerned wherever it is safe to do so. We will be careful to only inform other staff and volunteers on a strict need to know basis.

Children subject to Child in Need Plans, Subject to Child Protection Plans or Looked After

We will always work closely with families and the Local Authority in the event of a child being looked after, subject to a Child in Need Plan or a Child Protection Plan. We will follow guidance set out, ensure children know who to come to for help, will monitor welfare and attend meetings if asked, liaise with other agencies if need be, and ensure the child has access to everything other children have access to. We will inform our staff and volunteers on a strict need to know basis.

Safer Recruitment

We will always follow these principles in recruiting staff and volunteers:

We require DBS checks for volunteers and employees, and Kehillah will pay for them. While waiting for the results of the checks to come through, no new staff or volunteer will be alone with children.

There will be an interview process for all staff and volunteers, following the same basic structure, which will explore that individual's capacity to be a role model as well as their value base, as well as evaluating their understanding of how to safeguard children. A written interview record will be kept and sent to the administrator to be kept on file.

We will keep an up to date register of all staff members and volunteers, kept by the administrator. This will include name, address, date of birth, home address, and contact telephone numbers.

Peer on Peer Abuse: Bullying

Staff and volunteers will always challenge bullying and will not merely pass it off as banter or part of growing up. We will refer any concerns to the Safeguarding Lead especially and always if it involves a matter of physical abuse, forcing others to use drugs or alcohol, emotional abuse, blackmail, threats, extortion, Sexual abuse, or gang initiation.

Online Safety

Anyone communicating online with children and young people should ensure that all communication is relevant to the work or the community. Age-appropriate language should be used at all times.

Staff and volunteers should be aware of their digital footprint and children, young people and families may look up the personal media accounts of people in the community who are working with them, so these should be free of inappropriate or harmful content.

Digital communications with any child from the community must be on a professional level. Staff and volunteers will not friend young people on social media unless through our own Kehillah social media.

Websites and videos used by any staff or volunteers with children must be age appropriate and used with caution, and only used in a group setting as part of a community activity. Any concerns about an adult's use of the internet within Kehillah should be raised with the Safeguarding Lead.

When using the internet to provide or host activities that involves direct interaction with children online, you must get written consent for the children to be involved, from parents, carers or from children themselves as appropriate, outlining the type of activity that will be taking place online and the risks and benefits to the child or young person.

Adults should consider when and whether it is appropriate to allow children to share pictures or videos of themselves, if appropriate for the activity, and permission should be sought from children and their parents to share these online.

Under no circumstances should any recording be made of children and young people online without their written consent outlining exactly what will happen to the recording and the purpose for which it is being used.

All staff and volunteers must report any worries they have about any child's use of the internet to the Safeguarding Lead. This includes worries for a child's safety online and if a child says something online that raises concerns or worries about their wellbeing.

For livestreaming events, adults must check that the content of material in the live stream is appropriate for children and young people. Children and young people should not share any personal information during a livestream and not to respond to any contact requests from people they don't know. To ensure children and young people know who to tell if they see or hear anything upsetting or inappropriate during any livestream events. Adults in the community should be familiar with the privacy settings of the platform they are using and report any offensive or abusive content to the safeguarding lead immediately. If children are participating in the livestream their activity should be observed by appropriate adults. The host of any livestream event should never reveal the full identity of individual participants and keep any identifying information private.

Types of Abuse and what to look out for

The remaining sections of this document describe in some detail many different kinds of abuse and their impact on children. This is intended to help us understand the nature of our responsibilities and the challenges we may have to face. You may not find it easy to read - it is potentially upsetting, and in particular if you have experienced any kind of abuse in the past it may trigger those memories. Do get the support you need in order to be able to read and absorb these sections, including that if it feels appropriate to you, you may wish to seek mutual support with another Kehillah member or the support of the Rabbi.

Domestic abuse is any type of controlling, bullying, threatening or violent behaviour between people in a relationship. But it isn't just physical violence – domestic abuse includes emotional, physical, sexual, financial or psychological abuse.

- Abusive behaviour can occur in any relationship. It can continue even after the relationship has ended. Both men and women can be abused or abusers.
- Domestic abuse can seriously harm children and young people. Witnessing domestic abuse is child abuse, and teenagers can suffer domestic abuse in their relationships.

Children who witness domestic abuse may:

- become aggressive
- display anti-social behaviour
- suffer from depression or anxiety

- not do as well at school - due to difficulties at home or disruption of moving to and from refuges.

Sexual Abuse

- A child is sexually abused when they are forced or persuaded to take part in sexual activities.
- This doesn't have to be physical contact and it can happen online. Sometimes the child won't understand that what's happening to them is abuse.
- They may not even understand that it's wrong. Or they may be afraid to speak out.

There are 2 different types of child sexual abuse. These are called contact abuse and non-contact abuse.

Contact abuse involves touching activities where an abuser makes physical contact with a child, including penetration. It includes:

- sexual touching of any part of the body whether the child's wearing clothes or not
- rape or penetration by putting an object or body part inside a child's mouth, vagina or anus
- forcing or encouraging a child to take part in sexual activity
- making a child take their clothes off, touch someone else's genitals or masturbate.

Non-contact abuse involves non-touching activities, such as grooming, exploitation, persuading children to perform sexual acts over the internet and flashing. It includes:

- encouraging a child to watch or hear sexual acts
- not taking proper measures to prevent a child being exposed to sexual activities by others
- meeting a child following sexual grooming with the intent of abusing them
- online abuse including making, viewing or distributing child abuse images
- allowing someone else to make, view or distribute child abuse images
- showing pornography to a child
- sexually exploiting a child for money, power or status (child exploitation).

Neglect

- Neglect is the ongoing failure to meet a child's basic needs.

- A child may be left hungry or dirty, without adequate clothing, shelter, supervision, medical or health care.
- A child may be put in danger or not protected from physical or emotional harm.
- They may not get the love, care and attention they need from their parents.
- A child who's neglected will often suffer from other [abuse](#) as well. Neglect is dangerous and can cause serious, long-term damage - even death.
- Neglect can have serious and long-lasting effects. It can be anything from leaving a child home alone to the very worst cases where a child dies from malnutrition or being denied the care they need. In some cases it can cause permanent disabilities.
- Neglect can be really difficult to identify, making it hard for professionals to take early action to protect a child.
- Having one of the signs or symptoms below doesn't necessarily mean that a child is being neglected. But if you notice multiple, or persistent, signs then it could indicate there's a serious problem.
- Children who are neglected may have: Poor appearance and hygiene, health and development difficulties, housing and family issues.

Online Abuse

- Online abuse is any type of abuse that happens on the web, whether through social networks, playing online games or using mobile phones. Children and young people may experience cyberbullying, grooming, sexual abuse, sexual exploitation or emotional abuse.
- Children can be at risk of online abuse from people they know, as well as from strangers. Online abuse may be part of abuse that is taking place in the real world (for example bullying or grooming). Or it may be that the abuse only happens online (for example persuading children to take part in sexual activity online).
- Children can feel like there is no escape from online abuse – abusers can contact them at any time of the day or night, the abuse can come into safe places like their bedrooms, and images and videos can be stored and shared with other people.

Physical Abuse

- Physical abuse is deliberately hurting a child causing injuries such as bruises, broken bones, burns or cuts.
- It isn't accidental - children who are physically abused suffer violence such as being hit, kicked, poisoned, burned, slapped or having objects thrown at them. Shaking or hitting babies can cause non-accidental head injuries (NAHI). Sometimes parents or carers will make up or cause the symptoms of illness in their child, perhaps giving them medicine they don't need and making the child unwell – this is known as fabricated or induced illness (FII).

Emotional Abuse

Because there's an element of emotional abuse in all other types of [child abuse and neglect](#), it can be difficult to spot the signs and to separate what's emotional abuse from other types of abuse.

Emotional abuse includes:

- humiliating or constantly criticising a child
- threatening, shouting at a child or calling them names
- making the child the subject of jokes, or using sarcasm to hurt a child
- blaming, scapegoating
- making a child perform degrading acts
- not recognising a child's own individuality, trying to control their lives
- pushing a child too hard or not recognising their limitations
- exposing a child to distressing events or interactions such as [domestic abuse](#) or drug taking
- failing to promote a child's social development
- not allowing them to have friends
- persistently ignoring them
- being absent
- manipulating a child
- never saying anything kind, expressing positive feelings or congratulating a child on successes
- never showing any emotions in interactions with a child, also known as emotional neglect.

Child Sexual Exploitation

- Child sexual exploitation (CSE) is a type of [sexual abuse](#). Children in exploitative situations and relationships receive something such as gifts, money or affection as a result of performing sexual activities or others performing sexual activities on them.
- Children or young people may be tricked into believing they're in a loving, consensual relationship. They might be invited to parties and given drugs and alcohol. They may also be [groomed](#) and exploited [online](#).
- Some children and young people are [trafficked](#) into or within the UK for the purpose of sexual exploitation. Sexual exploitation can also happen to [young people in gangs](#).

Grooming

The signs of grooming aren't always obvious and groomers will often go to great lengths not to be identified.

If a child is being groomed they may:

- be very secretive, including about what they are doing online
- have older boyfriends or girlfriends
- go to unusual places to meet friends
- have new things such as clothes or mobile phones that they can't or won't explain
- have access to drugs and alcohol.

In older children, signs of grooming can easily be mistaken for 'normal' teenage behaviour, but you may notice unexplained changes in behaviour or personality, or inappropriate sexual behaviour for their age.

Harmful sexual behaviour includes:

- using sexually explicit words and phrases
- inappropriate touching
- using sexual violence or threats
- full penetrative sex with other children or adults.

Children and young people who develop harmful sexual behaviour harm themselves and others.

Age differences and harmful sexual behaviour

Sexual behaviour between children is also considered harmful if one of the children is much older – particularly if there is more than two years' difference in age or if one of the children is pre-pubescent and the other isn't.

However, a younger child can abuse an older child, particularly if they have power over them – for example, if the older child is disabled.

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Female Genital Mutilation

- Female genital mutilation (FGM) is the partial or total removal of external female genitalia for non-medical reasons. It's also known as female circumcision or cutting.
- Religious, social or cultural reasons are sometimes given for FGM. However, FGM is child abuse. It's dangerous and a criminal offence.
- There are no medical reasons to carry out FGM. It doesn't enhance fertility and it doesn't make childbirth safer. It is used to control female sexuality and can cause severe and long-lasting damage to physical and emotional health.

Bullying

Bullying is behaviour that hurts someone else – such as 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.

Bullying that happens online, using social networks, games and mobile phones, is often called cyberbullying. A child can feel like there's no escape because it can happen wherever they are, at any time of day or night.

Bullying includes:

- verbal abuse, such as name calling and gossiping
- non-verbal abuse, such as hand signs or text messages
- [emotional abuse](#), such as threatening, intimidating or humiliating someone
- exclusion, such as ignoring or isolating someone
- undermining, by constant criticism or spreading rumours
- controlling or manipulating someone
- racial, sexual or homophobic bullying
- physical assaults, such as hitting and pushing
- making silent, hoax or abusive calls
- online or cyberbullying.

Child Trafficking

Child trafficking and modern slavery are child abuse. Children are recruited, moved or transported and then exploited, forced to work or sold.

Children are trafficked for:

- [child sexual exploitation](#)
- benefit fraud
- forced marriage
- domestic servitude such as cleaning, childcare, cooking
- forced labour in factories or agriculture
- criminal activity such as pickpocketing, begging, transporting drugs, working on cannabis farms, selling pirated DVDs and bag theft.

Many children are trafficked into the UK from abroad, but children can also be trafficked from one part of the UK to another.