

TDEG CLIMATE PATHFINDERS YOUTH FORUM

SAFEGUARDING POLICY

2022-2023



The Youth Forum Support Group (YFSG) takes the safety and well-being of all our members and those we interact with very seriously. Safeguarding refers to all experiences that are, or may be, harmful to the safety or well-being of an individual.

The aims of this Safeguarding Policy are to:

1. Ensure that all children and young people involved in the Youth Forum (YF) are kept safe and feel safe;
2. Give confidence to parents/carers that the welfare of all members of the YF is our number one priority;
3. Give children and young people advice on how they can keep themselves, and each other, safe;
4. Provide advice to children and young people on what to do if they are worried about themselves or another member of the YF.

Scope

This Policy applies to all children and young people who are members of, or who become involved with, the activities of the Youth Forum. The focus of this policy is for under 18 year olds but the YFSG recognises that some adults who are members of the YF or take part in YF activities may be vulnerable and also need safeguarding.

The YF is a developing project, in the first year this policy was reviewed at each YFSG meeting to make sure it met the changing needs of the group. Hereafter, it shall be reviewed annually, or more frequently as required.

All children, young people and adults who are involved with the work of the Youth Forum are expected to comply with this policy.

Context

The Youth Forum

- The Youth Forum is a developing group with children and young people of varied ages who have different skills and abilities.
- Often Youth Forum members engage in communication or activity with others on their own and in their own capacity but as representatives of the YF. These activities may have been initiated by an individual member or in response to a request by a member of the public or an organisation.
- Any interaction with new children will usually originate through communication with parents/ carers, schools, or other 'carer' organisations (e.g. Scouts). If contact is initiated by a child, consent from parents/carers should be sought prior to continued communication.

The Youth Forum Support Group

- The YFSG acknowledges that there is legislation to appropriately protect our YF members and other children involved with us.
- The support group aims to create an environment where members can raise potential safeguarding issues in the knowledge that they will be listened to and supported, and that issues raised will seek to be addressed in a respectful and appropriate manner.
- It realises that there are potential risks associated with engaging with the public and will actively support its members in anticipating and managing these risks for the benefit of everyone.
- The support group recognises its limitations in dealing with any safeguarding concerns and will therefore contact other professional bodies for guidance where necessary.
- Some members of the YFSG will attend safeguarding training to ensure that their knowledge, skills and understanding in relation to safeguarding young and vulnerable people from harm are relevant and up-to-date.
- At least two members of the YFSG will have an enhanced DBS certificate.

Responsibilities

Members of the Youth Forum will:

- Look after each other and look out for each other
- Listen to each other's concerns or worries
- Follow advice on safeguarding for their own, and others, well-being
- Let an adult know if they are worried about their own safety or well-being, or if they are worried about the safety or well-being of anyone else.

Members of the Youth Forum Support Group will:

- Ensure that this Safeguarding policy has been read and understood by everyone involved in the Youth Forum and the YFSG
- Commit to providing a safe environment for working with children and young people
- Ensure that all children and young people know who they can talk to if they have any concerns

- Respond to any safeguarding issues promptly in a respectful and appropriate way, paying attention to confidentiality and GDPR
- Always act in the interests of a child or vulnerable adult if they have concerns about their safety or wellbeing
- In the first instance, report any abuse that they discover or suspect immediately to Call Derbyshire 01629 533190, and then report to the YF Safeguarding Lead, Sue Barber 01298 871644
- Keep all personal information safe and secure, and keep all records in relation to any safeguarding issues secure
- Communicate with other organisations who have a role in safeguarding, e.g. Friends of the Earth safeguarding@foe.co.uk to seek advice and guidance where needed
- Regularly review the relevance, purpose and sufficiency of this Safeguarding policy as the membership of the YF and nature of activities develop and change. This will be done with the members of the YF
- Comply with government guidance, legislation and best practice with regard to the safeguarding of our members and other children, young people and adults who engage with us in activities.

Data Protection

- Only two members of the YFSG, Sheelagh Handy (TDEG Climate Action Group Lead) and Frances Sussex (Transition Buxton Trustee) will have access to the YF email account (yf@tdeg.org.uk). Either one of these members will be responsible for organising meetings and communicating directly with YF members. Carina Humberstone (Peak District National Park Authority - PDNPA) will have access to the personal data of YF members.
- All personal data is held securely on the PDNPA's servers, and can only be accessed by Carina Humberstone, or a member of PDNPA staff she designates.

Initial Protocols – February 2021

As the YF develops, confidence and knowledge grows, and friendships develop, these protocols will be reviewed.

- For children and young people under the age of 18, participation in the YF will need the consent of a parent/carer. The nature and date of this consent will be recorded. Children may withdraw from the YF at any time and their contact details will be deleted.
- Children and young people will give their name and contact email and phone number to Sheelagh Handy who will store this information securely, care of the PDNPA through Carina Humberstone. Personal details of participants will not be disclosed to any other YF or YFSG member without permission being given by individuals.
- Children will be referred to by their first name only; the initial of their surname may be used if there is more than one member with the same name.
- Email communication will only be through the Mailchimp email address for the Youth Forum – yf@tdeg.org.uk. Using Bcc will protect members' contact details. Only Sheelagh Handy and Frances Sussex will have access to this email account.

- Any disclosure of an individual member's personal details can only be with their consent and with the knowledge of their parent/carer.

Online Meetings

- Zoom will be the video conferencing platform used for YF meetings. The Meeting Organiser will send an email (from the YF's email account – yf@tdeg.org.uk) with Zoom link and password to members of the YF (using parent/carer emails where the member is under 18 years of age) and the YFSG members attending. Any other invited participants (e.g. MP, DCC representatives, climate action speakers) will be contacted in the same way and made known to all attendees.
- Zoom meeting links with ID and password must not to be shared with others who are not members of the YF. Other invited participants will also be asked not to share the link with anyone else.
- At least two members (at least one with an enhanced DBS) of the YFSG will attend all YF meetings. The nature of their participation is likely to change and reduce as the group becomes self-managing.
- The Host will only allow participants into the meeting if parental consent (for under 18s) has been given.
- When meetings take place on Zoom, participants are asked to name themselves by their first names only.
- Participants will be advised on attending the meeting from an appropriate space, e.g. not from a bedroom, have a neutral background with nothing that could identify the person or the family.
- The Host will use a waiting room to ensure that all people joining the meeting have been invited and should be attending before granting them access.
- The Host will lock the meeting room once all participants are present to stop anyone else accessing the meeting.
- At the end of Zoom meetings the YF and YFSG members in attendance will agree what information individuals may share on their own social media.
- YF members are always encouraged to keep their parents/carers informed about when they have meetings and communication with the YF. Younger members may like to have their parent/carer sat in the room with them during meetings. Parents/carers of younger children will need to be 'on hand' should the YFSG host need to speak to them.
- Private chat facilities will be disabled in Zoom meetings.
- Zoom Meetings will be ended for all by the Host, ceasing all contact for everyone, at the same time.

Face-to-Face meetings

- We will always follow government safety guidelines on lockdown and other restrictions
- We will follow the National Youth Agency guidance for all activities - [National Occupational Standards - NYA](#)
- At least two adults (at least one with an enhanced DBS) will be in attendance at all face-to-face meetings.
- A first aid kit will be accessible on site, and at least one adult will have basic first aid training.
- Members of the YFSG will only support practical environmental activities that they are knowledgeable in and competent to do so.

This policy will be reviewed on an annual basis.

See appendix 1 (p5)

APPENDIX 1:

Useful Links and Contacts

Advice on Online Safety

www.thinkuknow.co.uk

Age specific advice for children on staying safe on their phones and computers

www.ceop.police.uk

Child Exploitation and Online Protection

www.nspcc.org.uk

NSPCC Helpline if concerned about a child

0808 800 5000

Safeguarding Contacts

Derby and Derbyshire Safeguarding Children Partnership

www.ddscp.org.uk

Derbyshire County Council Safeguarding Adults Board

www.derbyshiresab.org.uk

Derbyshire Social Services: Call Derbyshire

01629 533190

Sue Barber, Safeguarding Lead for the YF

01298 871644

Friends of the Earth safeguarding contact

safeguarding@foe.co.uk

Childline for children to use

08001111