

Safeguarding and Child Protection Training

CAMUS productions



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For participants of CAMUS events



Know the facts

50,000

Child Protection Plans are in place (2023) due to risk of abuse or neglect

80,000

as of 2023, children were in care, with 70% entering due to abuse or neglect

600,000

Referrals relating to concerns about child welfare during 2022 - 2023 were received by Local Authorities

The following guidance* is designed to help organisations strengthen their safeguarding and child protection arrangements for children and vulnerable adults by:

- taking appropriate responsibility for protecting children and vulnerable adults from abuse
- minimise, as far as reasonably possible, the risk that those taking part will suffer injury
- ensuring that taking part is enjoyable, adventurous and rewarding for all involved
- complies with legislation and national guidance across the UK

*Taken from the NSPCC Guidance 2019 UK edition



compiled by
Polly King

What is Child Protection and Safeguarding?



Child Protection and Safeguarding children and vulnerable adults can present challenges for voluntary, community and faith-based organisations. Media coverage of high-profile cases can raise anxiety for staff and volunteers who may have little practical experience of safeguarding and child protection. It can seem daunting to keep up to date with new and changing legislation and guidance.

This training is to act as a refresher for the 'Do's and Don't's' of Safeguarding practice and Child Protection at Wintershall. This means creating a safe environment where children and vulnerable adults, and those working with them, can take part in fun and engaging activities - whilst maintaining safety, propriety and legal standards.

Child Protection and safeguarding measures, like all aspects of rehearsal and performance etiquette, is an ongoing responsibility that involves continuing commitment from all involved in order to create and maintain a safer environment for everyone.

Safeguarding

Safeguards are measures that an organisation should put in place to help **reduce the risk** of children, young people and vulnerable adults being harmed.

Child Protection

Child Protection is a part of safeguarding. It refers to the **action taken to protect** specific children and vulnerable adults from abuse or neglect.

This includes policies, processes, procedures and measures to guide staff and volunteers in what to do if they are concerned that a child or vulnerable adult may be at risk and to empower children to seek help if they are worried about anything.

The Safeguarding Team



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DESIGNATED SAFEGUARDING LEAD

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- **Emergency Services**

If you think a child is in immediate danger you should call 999

- **Adult Social Care**

If your query or request for support is for an adult (18 years or over) please contact Adult Social Care - 0300 200 1005

- **Children's Single Point of Access (C-SPA)**

if you are a child or young person being abused or neglected, or an adult who is concerned about a child or young person's safety and wellbeing, contact the Children's Services 'Single Point of Access' on 0300 470 9100 or the emergency duty team: 01483 517 898

- **Local Authority Designated Officer (LADO)**

If you have a concern about individuals who work or volunteer with children you should call the (LADO) on 0300 123 1650 / lado@surreycc.gov.uk

The role of the chaperone



➤ **The Chaperone is employed to look out for the safety, wellbeing, welfare and protection of the children in a CAMUS production. They must have completed training and be in receipt of a Chaperone licence, and abide by the legalities of Children in Performance.**

As individuals, therefore, this training is NOT about how to safeguard the children as there will be a chaperone employed to do this for each child, in each production and, although it always remains our responsibility, this is a reminder of how to safeguard yourself.

There is a great deal you can do to ensure the safeguarding of the children and support their safety and welfare, whilst keeping yourself safe too:

- always work in the best interest of the child
- read, understand and follow the CAMUS Safeguarding policy
- know who the DSL and Safeguarding team are, and how to contact them to share concerns or seek advice
- know the signs and symptoms of abuse and what to do if you are worried about a child
- remain up to date with safeguarding training
- be open and prepared to listen to the children
- be aware of your behaviour, and that of those around you, to know how to work safely
- always act if you have a concern for a child
- remain vigilant and know that abuse can happen anywhere and to anyone
- follow the CAMUS Code of Conduct

Child Protection Refresher



Please read the [CAMUS Safeguarding Policy](#)
[CAMUS Child Protection Policy](#)
[CAMUS Anti-bullying policy](#)



Be vigilant - this is everyone's responsibility

Recognise the signs of abuse



Understand what child abuse is:

- neglect
- physical abuse
- sexual abuse
- emotional/psychological abuse

There are other safeguarding issues such as bullying, child exploitation, child-on-child abuse and more. Remember **it CAN happen**.



Make notes

Share Concerns



Know how to respond if you have a concern or if a child confides in you:

- Stay calm
- Let them talk
- Actively Listen
- Be patient
- Attempt to make the child feel safe and secure
- Reassure them that they have done the right thing

Write down what you have been told as soon as possible. Include the date, time and signature of the note-taker and child, if appropriate. Share immediately with the DSL.

Why does it matter?

Protecting children and vulnerable adults

Safeguarding and Child protection is everybody's responsibility.

Every organisation has a responsibility to have written statements, policies and procedures for Safeguarding and Child Protection, but what does that mean for you?

Even if your role does not involve work or volunteering activity directly with children, you should understand the importance of safeguarding and child protection. Everyone should safeguard and promote the welfare of children so that the need to protect them from harm is reduced.



Have you read the CAMUS Child Protection Policy?



Do you know how to respond when you have a concern?

Recognise - Respond - Report

- The importance of creating a safe environment for all is paramount. By responding appropriately to any given situation, you play a critical role in ensuring the safety and wellbeing of everyone on site.



Do you know **who** to contact if you have a concern? and **how**?

Remember:

- Act immediately, but appropriately: prioritise safety and follow procedures
- Don't investigate: leave fact-finding and confrontation to the professionals
- Report promptly: Child abuse must always be reported to the relevant authorities.



Do you know where to access additional information and how to follow the safeguarding procedures at CAMUS?

The Designated Safeguarding Lead

The DSL, in the context of safeguarding, refers to the **Designated Safeguarding Lead**. This person is responsible for overseeing and managing safeguarding and child protection concerns at CAMUS. The DSL is the primary point of contact for any issues related to the safety and welfare of children and vulnerable adults and are your 'go-to' person for any concerns or questions about safeguarding and child protection.

At CAMUS, the DSL is:

Nicola York (Chairperson)
07920 005271 / chair@camusproductions.com

What should you do?

Your role and responsibility within CAMUS

As members of cast in a production, or a volunteer at any of the CAMUS events, your role is NOT that of a primary caregiver to any child performing in, or watching, a performance. You are part of a larger network ensuring the safety of **everyone** and as such **we are all responsible** for remaining vigilant, knowing how to report any concerns and to maintain professionalism. This is about safeguarding yourself as much as it is those around you.

Maintain Boundaries:

During a performance, the chaperone is the primary contact and carer for the children in the performance. In the first instance, any safeguarding concerns for a child in the performance should be raised with the chaperone and a member of the Safeguarding Team.

- Avoid being alone with a child in a private space
- Do not share personal contact information
- Refrain from forming relationships that could be perceived as inappropriate or too personal
- Never promise secrecy if a child discloses something; explain you'll need to inform someone who can help

If you have a concern for a child in the audience or a child at an event, this should be raised with the Safeguarding Lead who may be the DSL or a member of our Safeguarding Team who will liaise with the appropriate person directly, as appropriate.

If any situation should arise where you feel you have been compromised, eg. an accidental physical touch of a child, or you find yourself alone 'in the wings' with a child, then a **neutral notification** should be made to the DSL or one of the Safeguarding Team so that we have a record of the incident.

Reporting Concerns:

Whom should I contact:

- The Lead Chaperone on duty
- A member of the Safeguarding Team
- The DSL
- Your LADO

Ensure that you maintain clear documentation of any concerns in a prompt fashion. Confidentiality must be maintained and should not be discussed with anyone other than those mentioned above.

In the event of an emergency or crisis:

If you are witness to an immediate concern - act. If you need to step in briefly until a chaperone or the DSL arrives, do so (but only if absolutely necessary) and ensure that you report it afterwards.



Remain Calm and Collected

do not panic as this may cause further distress or escalate the situation.

Maintain neutral and focus on the child's safety.



Comfort the child (if appropriate)

Offer reassurance - 'I'm here to help'

Avoid making promises you can't keep - 'everything will be ok'

Do not press the child for details or ask leading questions as this may compromise investigations later.



Report the Incident immediately

Contact the Safeguarding Team, DSL or LADO

Provide details

- Date, Time, Location
- What you saw or heard
- Any actions taken
- Child's condition or behaviour
- Signature

How to keep yourself safe

What do to in these example scenarios

Respond in an appropriate manner to prioritise the safety and wellbeing of the child or vulnerable adult, whilst following the CAMUS Policies and Procedures.

Do not compromise yourself by finding yourself in a 'difficult' position. Maintain professional boundaries, follow protocols and protect yourself from potential risk or misunderstanding.

Quick Changes backstage

An adult is performing a quick change in the wings, mid scene, and a child performer suddenly exits into the wing as the adult is in a state of undress.

- React appropriately. If you are able to turn away from the child and complete the quick change – do so.
- Report this as a 'neutral notification' as soon as possible to the chaperone or member of the Safeguarding Team.

If the situation is one of immediate danger

You witness a child in a situation where an adult seems to be threatening them. They are shouting at the child, and forcefully pushing them. The younger child looks scared.

**Do not confront the alleged abuser –
Let authorities take control.**

You do not know the background history and it is not your place to investigate.

- Intervene if it is safe to do so and ask if everything is alright.
- Stop any physical harm from taking place and remove the child from the situation if you are concerned for their safety.
- Reassure the child that they are safe. Do not ask questions. If they start to talk about the situation, listen and take note.
- Take the child to one of the Safeguarding Team and report the situation.

Dealing with any kind of safeguarding or child protection issue can be distressing.

Ensure that you follow up, if necessary, understanding that confidentiality is critical. Do not share details with any unauthorised person.

Take care of yourself! Witnessing abuse can be upsetting – seek support, if you feel overwhelmed or unsure about a situation, from a trusted individual, safeguarding officer or professional counsellor.

What to do next...



➤ It is important you **don't**

- promise confidentiality
- ask leading questions
- probe for more information
- panic, or look shocked or angry
- make the child repeat their story
- interrupt
- give an opinion
- inform parents
- approach or engage with the alleged abuser

➤ When to act... **immediately**

- If emergency or medical help is required, don't delay in getting it
- Communicate with the child in a way that is appropriate to their age
- If a child asks for confidentiality, kindly explain that you need to share the information in order to keep them safe.
- Inform the DSL
- Familiarise yourself with the policy and procedure for handling allegations.

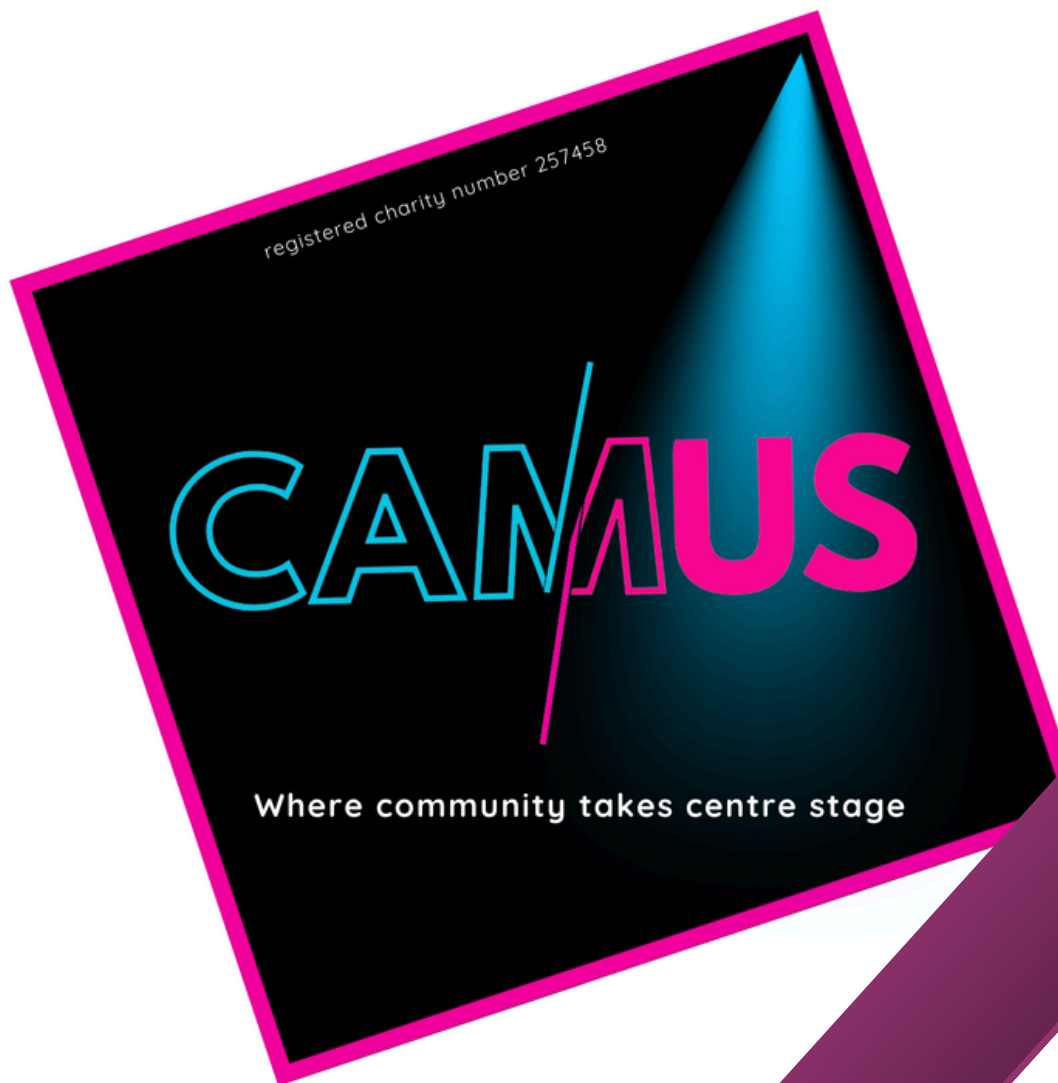
➤ Allegations against someone at CAMUS

Allegations involving any form of potential abuse must be reported immediately.

If an allegation is made that a member of CAMUS has:

- behaved in a way that has harmed a child, or may harm a child
- possibly committed a criminal offence against or related to a child
- behaved towards a child or vulnerable adult in a way that indicates he or she may pose a risk of harm to them

you **MUST report this to the DSL**. If you do not feel comfortable reporting to the DSL, you may find any member of the Safeguarding team at CAMUS or your LADO. It may be upsetting if an unfounded allegation concerns you, but without exception, every single allegation must be reported and investigated. It is not necessary to have 'evidence' but you should share with the designated person any concerns you may have. This is done in good faith and in the best interests of children at the centre of your actions.



Emergency Contacts



Phone

01483 892 167



E-mail

secretary@camusproductions.com



Designated Safeguarding
Lead (DSL)

07920 005271 / chair@camusproductions.com



LADO (Surrey)

lado@surreycc.gov.uk / 0300 123 1650



C-SPA (Surrey)

cspa@surreycc.gov.uk / 0300 470 9100