AUTISM GUERNSEY LBG

Safeguarding Children and Young People Policy

The purpose of this policy statement is:

To protect children and young people who receive Autism Guernsey services from harm. This includes the children of adults who use our services.

To provide staff and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to child protection.

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

Legal framework

This policy has been drawn up based on legislation, policy and guidance that seeks to protect children in Guernsey A summary of the key legislation and guidance is available from www.iscp.gg

Supporting documents

This policy statement should be read alongside our organisational policies, procedures, guidance and other related documents:

- role description for the designated safeguarding officer
- recording concerns in the accident/incident book
- complying with Data protection policy
- behaviour codes for children and young people
- photography and sharing images VIEWS data base
- safer recruitment policy
- online social media policy
- complaints policy
- supervision policy
- health and safety policy
- induction, training, documentation
- adult to child supervision ratios as per Bernardo's guidance

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 practise in a way that protects them.

We recognise that:

- the welfare of children is paramount in all the work we do and in all the decisions we take.
- working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.
- all children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to 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.
- extra safeguards may be needed to keep children who are additionally vulnerable safe from abuse.

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

- valuing, listening to and respecting them.
- appointing a nominated child protection lead for children and young people, a deputy and a lead trustee/board member for safeguarding.
- adopting child protection and safeguarding best practice through Guernsey Islands Safeguarding Children's Partnership.
- 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 so that all staff and volunteers know about and follow our policies, procedures and behaviour codes and confidentiality.
- recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made. (see Recruitment and Selection policy).
- recording and storing and using information professionally and securely, in line with data protection legislation.
- making sure that children, young people and their families know where to go for help if they have a concern.

- using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately. Unless this would increase risk.
- using our procedures to manage any allegations against staff and volunteers appropriately.
- creating and maintaining an anti-bullying environment.
- ensuring that we have effective complaints policy 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 Autism Guernsey Operational Delivery.
- building a safeguarding culture where staff and volunteers, children, young people and their families, treat each other with respect and are comfortable about sharing concerns.

A Designated Safeguarding Person's role is to:

- Model and promote Autism Guernsey's commitment to safeguarding children in all aspects of their work and conduct.
- Take responsibility for dealing with concerns about the safety of children raised by staff or volunteers who they supervise, following the scheme's policies and procedures.
- Maintain a clear, factual, dated record of contact with each supported family, in accordance with Autism Guernsey guidance on record keeping.
- Follow up concerns and safeguarding issues referred to the relevant agencies.
- Liaise with the scheme's Strategic Lead for Safeguarding about safeguarding concerns, including where there are allegations against Directors, staff and volunteers, in accordance with Autism Guernsey and local child protection policies and procedures.
- Immediately inform the Autism Guernsey Chair, in the event of the serious harm or death of a child and liaise with other agencies, as appropriate.
- contribute to Board discussions about scheme capacity in working with more complex families, including those where there are safeguarding concerns.
- support the Board and strategic lead to monitor and review systems, policy and procedures to ensure good safeguarding practice.

- any Disclosure that causes concern will be assessed by a panel (comprising Chair, Services Manager and one board member) to establish the level of risk the subject poses to service users, colleagues, the general public and/or our organisation. The Disclosure Risk Assessment Form will be used to assess the level of risk.
- all new employees/volunteers will go through a probation and induction process, including relevant training. Ongoing training and supervision will ensure all employees/volunteers are adequately supported.
- any concerns about an employee/volunteer should be passed on to a Designated Person or, if they are implicated in the concerns, the Chair.

Contact Details:

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Deputy Child Protection Lead(s)

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

Date Policy Reviewed:	30th October 2026
Date Policy Adopted:	5th Nov 2026
Signature of Chair:	
Name of Chair:	ANDREW WARREN
Date of Next Review:	30th October 2027