



Chippenham Uniform Exchange C.I.C.

SAFEGUARDING POLICY

This policy gives you information about what Chippenham Uniform Exchange C.I.C. does to protect children and young people from harm.

Chippenham Uniform Exchange C.I.C. (referred to as Chippenham Uniform Exchange from here on) is committed to protecting children and young people from harm. This policy explains the steps that adults within our organisation must take to keep children and young people safe.

The purpose and scope of this policy.

The aim of Chippenham Uniform Exchange is to carry on activities which benefit the community and in particular to provide access to good quality recycled items of school uniform for free or at a very low cost for the prevention and relief of poverty in families with school aged children living in Chippenham, Wiltshire. To fulfil this aim, Chippenham Uniform Exchange collects donations of uniform from public places and from schools, hosts pop-up shops in public places and in schools, and provides a direct request service delivering items of school uniform to schools or making the items available for collection from our premises.

The purpose of this policy is:

- to protect children and young people who receive Chippenham Uniform Exchange's 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 Chippenham Uniform Exchange, including directors, paid staff, volunteers, sessional workers and students.

Legal framework.

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England, namely:

- Children Act 1989
- United Convention of the Rights of the Child 1991
- Data Protection Act 1998
- Sexual Offences Act 2003
- Children Act 2004
- Protection of Freedoms Act 2012
- Keeping Children Safe in Education (September 2021)
- What to do if you're worried a child is being abused: Advice for practitioners (March 2015)
- Relevant government guidance on safeguarding children

Welfare of Children

We believe that children and young people should never experience abuse of any kind. We believe that we have a responsibility to promote the welfare of all children and young people, to keep them safe and to operate 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. All children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have a right to equal protection from all types of harm or



abuse. We recognise that some children are additionally vulnerable because of the impact of previous experiences, their level of dependency or understanding, communication needs or other issues and that extra safeguards may be needed to keep children who are additionally vulnerable safe from abuse. Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

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

1. valuing them, listening to and respecting them;
2. adopting child protection practices through procedures and a code of conduct for staff and volunteers;
3. developing and implementing an effective privacy policy and related procedures;
4. providing effective management for staff and volunteers through supervision, support and training so that all staff and volunteers know about and follow our policies, procedures and codes of conduct;
5. recruiting staff and volunteers safely, ensuring all necessary checks are made;
6. sharing information about child protection and good practice with children, parents, carers, staff and volunteers;
7. sharing concerns with agencies who need to know and involving children, young people, parents, families and carers appropriately;
8. managing any allegations against directors, staff and volunteers appropriately;
9. ensuring that we provide a safe physical environment for children, young people, parents, carers, staff and volunteers by conducting risk assessments for the activities we carry on;
10. maintaining clear, detailed and written records of any accidents or incidents that take place during any of our activities or at our premises;
11. reviewing our policy and good practice procedures annually.

Contact Us.

If you would like more information about how Chippenham Uniform Exchange protects children and young people from harm or to make a complaint, please send an email to info@chippenhamuniformexchange.org.uk.

This policy is reviewed annually.

Policy date: December 2022

Next review due: December 2023