**Child Protection**

The Club@Midmill will promote the safety of users to ensure that they feel safe and secure and that they are free from exploitation and abuse.

This is achieved by:

* The Club promoting programmes on healthy lifestyle and relationships, hygiene, diet and personal safety in partnership with parents.
* Staff will have a clear understanding of their roles and responsibilities in protecting children and young people from harm, abuse, bullying and neglect. Following the UN Convention on the Rights of the Child.
* Staff will receive training in the recognition of harm, abuse, bullying and neglect and discrimination and will follow the club’s procedures in addressing these issues.
* The Club’s Child Protection procedures follow Aberdeenshire Child Protection Partnership guidelines:

All Staff being vetted in line with the PVG scheme prior to appointment

The Club meeting the recommended adult to child ratios at all times

Daily risk benefit assessments are carried out along with the settings daily checklists

All Child Protection matter complying with the Club’s Confidentiality and Record Keeping Policies.

* We will achieve the above by:

Following guidelines for signing children in and out of the Club ensuring they are collected by a named adult or if authorised by parent/carer a sibling or equivalent.

Any issues of harm, abuse, neglect, bullying or discrimination will be addressed promptly to ensure child safety. ‘It’s Everyone’s Job’ to protect children

If a child discloses to a member of staff that they are being abused in any way or form, staff should listen and then record all the details that have been disclosed (this information will be kept in a secure filing cabinet). They should then report to the Manager.

If you have serious concerns about the welfare of a child you should phone the Duty Social Worker, or the Emergency Out Of Hours Social Work Service on 0845 8400 070

If there is an allegation of abuse in relation to a person using this service they will be reported to The Care Inspectorate.

Staff will report all allegations of abuse (as defined in Adult Support and Child Protection legislation) involving someone using the service, including:

Details of the occurrence

Persons involved (Initials only)

Actions taken

**Duty Social Work Tel No: 01467 625555**

**Address: Inverurie Children and Family Team**

 **93 High Street**

 **Inverurie**

 **AB51 3AB**