



Le French Programme Limited
At Parsons Green Prep.
1, Fulham Park Road
SW6 4LJ

Le French Programme Ltd

SAFEGUARDING CHILDREN POLICY STATEMENT

Safeguarding children is the responsibility of everyone

Statement of commitment

We are aware that many children and young people are victims of different kinds of abuse. This includes children who live or access activities in Fulham, Parsons Green and the surrounding areas. We are also aware that many families in Fulham, Parsons Green and the surrounding areas experience hardship and various difficulties, and they need support in order to provide adequate care for their children.

At **Le French Programme** we aim to create an environment that is safe and we are committed to doing everything in our power to protect children, promote their welfare and support their families.

Purpose of this policy

The purpose of this policy is to:

- Effectively safeguard children and promote their rights and welfare.
- Provide all staff and volunteers with clear rules to follow.
- Make all staff and volunteers aware of what is expected of them in terms of their approach, behaviour and actions.

Scope of this policy

This policy applies to all **Le French Programme** staff and volunteers and anyone working on behalf of **Le French Programme**.

Definitions

Safeguarding and promoting the welfare of children is the process of:

- Protecting children from maltreatment.
- Preventing impairment of children's health or development.
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care.
- Taking action to enable all children to have the best life chances.

Child protection is the process of protecting individual children identified as either suffering, or at risk of suffering, significant harm as a result of abuse or neglect.

Legislative framework

At **Le French Programme** we recognise our legal responsibility to safeguard children and promote their welfare. We will therefore act within the framework set by the Children Act 1989 and The Children Act 2004. We will also follow the Working Together to Safeguard Children 2013 guidance.

Underlying principles

At **Le French Programme** we will safeguard children by:

- Listening to children and young people and respecting and valuing them at all times.
- Challenging discrimination and promoting the right to equal protection regardless of race, ethnicity, culture, religion, faith, gender, sexual orientation, disability, social or immigration status or any other element of diversity.
- Providing effective management to staff and volunteers through support, supervision and training.
- Recruiting staff and volunteers safely, ensuring that all necessary checks are made and safe recruitment good practice guidelines are followed.
- Responding to both child protection and non-child protection concerns immediately.
- In cases of doubt, questions or need for guidance, always seeking advice by calling ICAT of LBHF (020 87536600), or, in cases involving staff/volunteers, the Local Authority Designated Officer (LSCP 020 87536600 or 020 87535534).
- Working in partnership with children, their parents and carers, members of the local community and local statutory and voluntary organisations.

Confidentiality and Information Sharing

Le French Programme expects all contractors, volunteers and trustees to maintain confidentiality. Information will only be shared in line with the General Data Protection Regulations (GDPR) and Data Protection.

However, information should be shared with the Local Authority if a child is deemed to be at risk of harm or contact the police if they are in immediate danger, or a crime has been committed.

Recording and Record Keeping

A written record must be kept about any concern regarding a child with safeguarding needs. This must include details of the person involved, the nature of the concern and the actions taken, decisions made and why they were made.

All records must be signed and dated. All records must be securely and confidentially stored in line with General Data Protection Regulations (GDPR).

Safe Recruitment & Selection

Le French Programme is committed to safe employment and safe recruitment practices that reduce the risk of harm to children from people unsuitable to work with them or have contact with them. **Le French Programme** has policies and procedures that cover the recruitment of all employees, contractors and volunteers. References are taken for contractors and DBS certificates are requested/provided for trustees, contractors and volunteers.

Social Media

All employees and volunteers should be aware of **Le French Programme** social media policy and procedures and the code of conduct for behaviour towards the children we support.

Use of Mobile Phones and other Digital Technology

All contractors, trustees and volunteers should be aware of **Le French Programme** policy and procedures regarding the use of mobile phones and any digital technology and understand that it is unlawful to photograph children and young people without the explicit consent of the person with parental responsibilities. The use of mobile phones is prohibited for everyone at Le French Programme unless for administrative (Claude Lalande) reasons, emergency reasons and to connect to a hotspot.

Whistleblowing

It is important that people within **Le French Programme** have the confidence to come forward to speak or act if they are unhappy with anything. Whistle blowing occurs when a person raises a concern about dangerous or illegal activity, or any wrong- doing within their organisation. This includes concerns about another contractor or volunteer. There is also a requirement by **Le French Programme** to protect whistle-blowers.



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Details of the Nominated Safeguarding Person and their Deputy

Senior Lead for Safeguarding Person for Le French Programme is:

Name: Marina Emms

Job/role title: Director of Le French Programme

Contact tel.: 07814 386903 Email: info@lefrenchprogramme.com

Deputy Senior Lead for Safeguarding Person for Le French Programme is:

Name: Claude Lalande

Job/role title: Director of Le French Programme

Contact tel.: 07947001085 Email: info@lefrenchprogramme.com

[Emergency out-of-hours](#)

[Telephone: 07814386903 or 07947001085](#)

[Police Emergency – 999](#)

[Police Non-emergency – 101](#)

[NSPCC Helpline 0808 800 5000](#)

Review arrangements

Le French Programme will review this policy annually. In cases of relevant legal or procedural changes, we will review this policy accordingly.

This policy statement was adopted by **Le French Programme Ltd** directors on 10th September 2016 and reviewed on 31st July 2023.