



## **POLICY FOR SAFEGUARDING INCORPORATING CHILD PROTECTION**

# Mellow Dramatics Musical Theatre Group

### **Policy Consultation & Review**

This policy is available on our website and is available on request from the Committee. We also inform parents and carers about this policy when their children join our Society.

The policy is provided to all members alongside our Code of Conduct.

This policy will be reviewed in full by the Safeguarding Sub-Committee annually. This policy was last reviewed and agreed by the main Committee in Spring 2025. It is due for review in Spring 2026.

<b>Policy:</b>	<b>Policy for Safeguarding, Incorporating Child Protection</b>
<b>Person Responsible:</b>	<b>Donna Nolan / Nicola Wagstaff</b>
<b>Date Adopted:</b>	<b>November 2018</b>
<b>Reviewed:</b>	<b>Spring 2025</b>
<b>Next Review Date:</b>	<b>Spring 2026</b>
<b>Signature:</b>	
<b>Accepted at Committee:</b>	<b>26<sup>th</sup> January 2025</b>

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**Name of Society: Mellow Dramatics Musical Theatre Group**

We all have a statutory duty to "safeguard and promote the welfare of children and vulnerable adults (See Appendix 5)". To maintain a professional attitude of "it could happen here" where Safeguarding is concerned.

All members are encouraged to report any concerns that they have and not see these as insignificant. On occasions, a referral is justified by a single incident such as an injury or disclosure of abuse. More often however, concerns accumulate over a period of time and are evidenced by building up a picture of harm over time; this is particularly true in cases of emotional abuse and neglect. In these circumstances, it is crucial that members record and pass on concerns in accordance with this policy to allow the Designated Safeguarding Lead to build up a picture and access support for the child at the earliest opportunity.

**However, if you think the matter is very serious and may be related to a child protection concern, where the child has been harmed or is at risk of harm e.g. physical, sexual, emotional abuse or neglect, you must talk to one of the people below immediately. If you are unable to contact them you can ask the Society office members to find them and ask them to speak to you straight away about a confidential and urgent matter.**

The people you should talk to in our Society are:

### **Designated Safeguarding Lead / Mental Health First Aider**

Name: **Donna Nolan (Level 3 Safeguarding)**

Telephone number: 07969 217285

### **Deputy Designated Safeguarding Lead / Mental Health First Aider / First Aider / Lead Chaperone**

Name: **Nicola Wagstaff (Level 3 Safeguarding)**

Telephone number: 07909 681035

Any allegation or disclosure involving someone who works with children in a paid or voluntary capacity must be reported directly to the Designated Lead or Deputy, unless it involves them and then it should be reported directly to the Management Committee.

#### **The Safeguarding Committee in our Society includes:**

**Designated Safeguarding Lead (DSL):** a member of the Committee with appropriate authority, responsible for dealing with Safeguarding issues, providing advice and support to other members, liaising with the local authority, and working with other agencies.

Name: Donna Nolan / Mental Health First Aider Tel no: 07969 217285

#### **Deputy Designated Safeguarding Lead (DDSL):**

Name: Nicola Wagstaff / Mental Health First Aider / First Aider Tel no: 07909 681035

#### **Safeguarding Sub-Committee Members:**

Name: Jean Edwards / First Aider Tel no: 07799 112226

Name: Jane Wyatt Tel no: 07968 234541

Name: Janice Toplis / Mental Health First Aider Tel no: 07983 713062

## 1.0 CONTEXT

1.1 The **Mellow Dramatics Musical Theatre Group** fully recognises its responsibility to have a clear and secure framework in place to safeguard and promote the welfare of our junior members (under 18) and vulnerable adults (18 and over).

1.2 Members who work with children in this Society will read this policy within the framework of the following guidance:

- Staffordshire Safeguarding Children's Board Policies and Procedures
- What to do if you're worried a child is being abused

1.3 This policy sets out how the Society's Safeguarding Committee discharges its statutory responsibilities relating to Safeguarding and promoting the welfare of all the junior members and vulnerable adults in this Society. Our policy applies to all members in the Society. It is consistent with Staffordshire Safeguarding Children's Board (SSCB) procedures.

## 2.0 PURPOSE and AIMS

The purpose of **Mellow Dramatics Musical Theatre Group's** Safeguarding policy is to ensure:

- **Building resilience** - raising awareness of child protection issues and equipping children and vulnerable adults with the language and skills needed to keep them safe. Establishing a safe environment in which children can learn and develop within an ethos of openness;
- **Preventing unsuitable people from working with children** - ensuring we practice safe recruitment in checking the suitability of volunteers to work with children and vulnerable adults.

We will follow the procedures set out by the Staffordshire local Safeguarding Children's Board and take account of guidance issued by the Department of Education (DfE) to:

- Safeguarding and promoting the welfare of our junior members and vulnerable adults is everyone's responsibility.
- Protect children and vulnerable adults at our Society from maltreatment
- Prevent impairment of our children and vulnerable adults' health or development
- Ensure that children and vulnerable adults in our Society grow up in circumstances consistent with the provisions of safe and effective care.
- No single professional can have the full picture of a child's needs and circumstances. Everyone who comes into contact with children and their family has a role to play in identifying concerns, sharing information and taking prompt action.
- Undertake the role so as to enable children and vulnerable adults in our Society to have best outcomes.
- This policy has been developed to give clear direction to members, volunteers and parents about expected behaviour and our legal responsibility to safeguard and promote the welfare of all our children in our Society. We have a commitment to Safeguarding/child protection in a multi-agency environment.
- The first step is to be alert to the signs of abuse and neglect, to have read this document and to understand the procedures set out in our Society and the Staffordshire Safeguarding Children's Board.

## 3.0 ETHOS

3.1 The child's welfare is of paramount importance.

3.2 We maintain a professional attitude of 'it could happen here' where Safeguarding is concerned. When concerns about the welfare of a child or vulnerable adult, members will always act in the best interests of the child. This policy has been developed in conjunction with our Society's culture of prevention, protection and support.

3.3 Our Society will continue to maintain an ethos where children and vulnerable adults feel secure, are encouraged to talk, are listened to and feel safe. Children in our Society are encouraged to talk freely with any members in our Society if they are worried or concerned about something. We use and suggest the following guidance: [what-to-do-if-you-are-worried-a-child-is-being-abused](#)

3.4 Raising awareness of child protection issues and equipping children with the language and skills needed to keep them safe. Establishing a safe environment in which children can learn and develop within an ethos of openness.

#### **4.0 SAFEGUARDING DEFINITIONS**

4.1 Everyone who comes into contact with children and their families has a role to play in Safeguarding children and vulnerable adults. We recognise that members at our Society play a particularly important role as they are in a position to identify concerns early and provide help for children to prevent concerns from escalating.

4.2 The Society follows the Staffordshire Safeguarding Children's Board policies and procedures. [Staffordshire Safeguarding Children's Board](#)

#### **5.0 ROLES and RESPONSIBILITIES**

5.1 The Committee is accountable for ensuring the effectiveness of this Policy and Society compliance.

5.2 The Committee have appointed Donna Nolan as the Designated Safeguarding Lead (DSL) and Nicola Wagstaff as Deputy Designated Lead (DDSL)

5.3 The Committee ensures that the DSL understands they have the responsibility in leading safeguarding and child protection across the Society. This individual has the appropriate status, authority, funding, resources, training and support to provide advice and guidance to all members within the Society on child welfare and child protection.

#### **6.0 DESIGNATED SAFEGUARDING LEAD / DEPUTY DESIGNATED SAFEGUARDING LEAD**

6.1 Management of referrals: The DSL continually develops an understanding of the community the Society serves, the risks and resilience.

6.2 Refer cases of suspected abuse to Local Authority First Response as required; will represent Society at child protection conferences and core group meetings. The DSL will be the expert within the Society to support members in liaising with other agencies, making assessments and referrals.

6.3 The DSL will support members that make referrals to local authority First Response.

6.4 The DSL will refer cases where a crime may have been committed to the Police as required.

6.5 The DSL will ensure members have access to training on how to recognise indicators of concern, how to respond to a disclosure from a child and how to record and report this information accurately. Members will not make promises to any child and will not keep secrets. Every child will know what the adult will have to do with any information they have chosen to disclose to a member.

6.6 The DSL will liaise with Safeguarding Committee members on matters of safety and safeguarding and when deciding whether to make a referral by liaising with relevant agencies. Act as a source of support, advice and expertise for members.

#### **7.0 WORKING WITH PARENTS/CARERS**

7.1 Our Society is committed to working in partnership with parents/carers to safeguard and promote the welfare of the junior members and to support them to understand our statutory responsibilities in this area.

7.2 When new members join our Society, parents and carers will be informed that we have a Safeguarding Policy. A copy will be provided to parents on request and is available on the Society website. Parents and carers will be informed of our legal duty to assist our colleagues in other agencies with child protection enquiries and what happens should we have cause to make a referral.

7.3 We are committed to working with parents positively, openly and honestly. We ensure that all parents are treated with respect, dignity and courtesy. We respect parents' rights to privacy and confidentiality and will not share sensitive information unless we have permission or it is necessary to do so in order to safeguard a child from harm.

7.4 We will seek to share with parents any concerns we may have about their child unless to do so may place a child at increased risk of harm. A lack of parental engagement or agreement regarding the concerns the Society has about a child will not prevent the DSL making a referral to First Response in those circumstances where it is appropriate to do so.

7.5 In order to keep children safe and provide appropriate care for them, the Society requires parents to provide accurate and up to date information regarding:

- Full names and contact details of all adults with whom the child normally lives;
- Full names and contact details of all persons with parental responsibility (if different from above);
- Emergency contact details (if different from above);
- Full details of any other adult authorised by the parent to collect the child from Society (if different from the above).

7.6 The Society will retain this information on the members file. The Society will only share information about members with adults who have parental responsibility for a student or where a parent has given permission and the Society has been supplied with the adult's full details in writing.

## **8.0 PROCEDURES FOR MANAGING CONCERNS**

8.1 All members are encouraged to report any concerns that they have and not see these as insignificant. On occasions, a referral is justified by a single incident such as an injury or disclosure of abuse. More often however, concerns accumulate over a period of time and are evidenced by building up a picture of harm over time; this is particularly true in cases of emotional abuse and neglect. In these circumstances, it is crucial that members record and pass on concerns in accordance with this policy to allow the DSL to build up a picture and access support for the junior member at the earliest opportunity.

8.2 The signs of child abuse might not always be obvious and a child might not tell anyone what is happening to them. You should therefore question behaviours if something seems unusual and try to speak to the child, alone, if appropriate, to seek further information. Following guidance [What to do if you're worried a child is being abused](#). If a child reports, following a conversation you have initiated or otherwise, that they are being abused and neglected, you should listen to them, take their allegation seriously, and reassure them that you will take action to keep them safe. You will need to decide the most appropriate action to take, depending on the circumstances of the case, the seriousness of the child's allegation and the local multi-agency safeguarding arrangements in place

8.3 All concerns about a child / vulnerable adult or family should be reported without delay to the DSL. Following receipt of any information raising concern, the DSL will consider what action to take and seek further advice from First Response as required. All information and actions taken, including the reasons for any decisions/actions made, will be fully documented on the child's record. It is not the responsibility of the Society to investigate welfare concerns or determine the truth of any disclosure or allegation. All members, however, will have a duty to recognise concerns and pass the information on in accordance with the procedures outlined in this policy. Members are encouraged that if they have any concerns about a child they will need to have a conversation with the DSL to agree a course of action, although any member can make a referral to Children's Social Care or Police. Other options could include referral to specialist services or early help services and should be made in accordance with the referral threshold set by the Staffordshire Safeguarding Children Board.

8.4 If anyone other than the DSL makes the referral they should inform the DSL, as soon as possible. The Local Authority should make a decision within one working day of a referral being made about what the next stages are.

8.5 Any member who does not feel that concerns about a child or vulnerable adult have been responded to appropriately and in accordance with the procedures outlined in this policy or SSCB should raise their concerns with the Committee. If any member does not feel the situation has been addressed appropriately at this point they should contact First Response directly with their concerns using the link below. The following hyper link directs you to your local children's social care contact number.

[Report-child-abuse-to-local-council](#)

### **Guidance on responding to a child or vulnerable adult disclosing abuse:**

The following list should be used as advice for members and volunteers in the event that a child discloses information relating to abuse that they may be suffering to them:

- \* **Stay calm**
- \* **Listen carefully** to what is said
- \* **Do not promise to keep secrets** – find an appropriate early opportunity to explain that it is likely that the information will need to be shared with others.
- \* **Allow the child or vulnerable adult to continue at their own pace**
- \* **Only ask questions for clarification purposes** – at all times avoid asking questions that suggest a particular answer

- \* **Reassure** the child or vulnerable adult that they have done the right thing in telling you
- \* **Tell them what you will do next** and with whom the information will be shared
- \* **Record in writing what was said** using the child's / vulnerable adult's own words as soon as possible – note date, time, any names mentioned and to whom the information was given and ensure that the record is signed and dated. In the case that a child or vulnerable adult discloses any information regarding abuse that they may have suffered, the information should be passed onto the Society's DSL.

## 9.0 TYPES AND SIGNS OF ABUSE

9.1 As a Society we are aware that abuse, neglect and safeguarding issues are rarely standalone events that can be covered by one definition or label. In most cases multiple issues will overlap with one another. [Promoting the welfare of children](#)

9.2 **Abuse:** a form of maltreatment of a child or vulnerable adult. Somebody may abuse or neglect a child by inflicting harm or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others (e.g. via the internet). They may be abused by an adult or adults or another child or children.

**Physical abuse:** a form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child or vulnerable adult. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

**Emotional abuse:** the persistent emotional maltreatment of a child or vulnerable adult such as to cause severe and adverse effects on the child's emotional development. It may involve conveying to a child or vulnerable adult that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children or vulnerable adults. These may include interactions that are beyond a child's developmental capability as well as overprotection and limitation of exploration and learning, or preventing the child or vulnerable participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyberbullying), causing children or vulnerable adults frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, although it may occur alone.

**Sexual abuse:** involves forcing or enticing a child or vulnerable adult to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child or vulnerable adult is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

**Neglect:** the persistent failure to meet a child's or vulnerable adults basic physical and/or psychological needs, likely to result in the serious impairment of the child's or vulnerable adult's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to: provide adequate food, clothing and shelter (including exclusion from home or abandonment); protect a child from physical and emotional harm or danger; ensure adequate supervision (including the use of inadequate care-givers); or ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

## 10.0 SPECIFIC SAFEGUARDING ISSUES:

10.1 All members in our Society have an awareness of safeguarding issues which are listed in Appendix 2. All members are aware of the DSL, who is the expert within our Society, and is there to support members.

## 11.0 SAFER WORKING PRACTICE

11.1 All members and volunteers who come into contact with our children or vulnerable adults have a duty of care to safeguard and promote their welfare. There is a legal duty placed upon us to ensure that all members and volunteers who work with or on behalf of our children or vulnerable adults are competent, confident and safe to do so.

11.2 All members including parents & volunteers will be provided with a copy of our Society's Code of Conduct. They will be expected to know our Society's Code of Conduct and carry out their duties in accordance with this advice. There will be

occasions when some form of physical contact is inevitable, for example if a child has an accident or is hurt or is in a situation of danger to themselves or others around them and for example on stage interactions as directed.

11.3 If visitors, volunteers or parent helpers are working with children or vulnerable adults alone they will, wherever possible, be visible to other members. They will be expected to inform another member of their whereabouts in Society, who they are with and for how long.

## **12.0 EDUCATIONAL VISITORS TO SOCIETY**

12.1 The Safeguarding Committee will undertake risk assessments and use their professional judgement and experience when deciding whether to seek an enhanced DBS for any volunteer not engaging in regulated activity. We follow guidance for non-regulated activities, in doing so we will consider:

- What we know about the individual/company, including formal and informal information offered by members, parents or volunteers.
- We will clearly have decided the level of supervision required through risk assessment

## **13.0 TRAINING - DESIGNATED SAFEGUARDING LEAD**

13.1 The DSL & DDSL should undergo training to provide them with the knowledge and skills required to carry out the role. The Designated Safeguarding Lead role is crucial in enabling all members in having an understanding of impact and diversity of safeguarding issues. The DSL will develop and monitor systems to update members, students and families.

## **14.0 COMMUNICATION – CONFIDENTIALITY/INFORMATION SHARING**

14.1 At all times we will work in partnership and endeavour to establish effective working relationships with parents and carers

## **15.0 MANAGING COMPLAINTS**

15.1 As a Society we encourage children and families to raise with us compliments, concerns or comments and have a robust internal investigation process.

15.2 The compliment, comment or complaint should be addressed in the first instance to **Helen Thrupp** (Chair of The Mellow Dramatics Musical Theatre Group) or **Rachael Histed** (Vice Chair), If appropriate it will then be discussed by the Trustees **Helen Thrupp, Rachael Histed, Phillip Ingham, Tom Bailey** (Secretary) and **Chris Moss** (Treasurer).

## APPENDIX 1

### Summary of our Safeguarding / Child Protection Policy:

1. This Society believes that children and vulnerable adults must be protected from harm at all times.
2. We believe every child and vulnerable adult should be valued, safe and happy. We want to make sure that children we have contact with know this and are empowered to tell us if they are suffering harm.
3. We want children and vulnerable adults who use or have contact with this Society to enjoy what we have to offer in safety.
4. We want parents and carers who use or attend our Society to be supported to care for their children in a way that promotes their child's health and well-being and keeps them safe.
5. We will achieve this by having an effective Safeguarding/Child Protection Policy and following National and Local guidance [www.staffsccb.org.uk](http://www.staffsccb.org.uk); [www.Safeguardingchildren.stoke.gov.uk](http://www.Safeguardingchildren.stoke.gov.uk)
6. If we discover or suspect a child or vulnerable adult is suffering harm we will notify social services or the police in order that they can be protected if necessary. **See Item 9 for the categories of abuse** (In full policy)
7. This Child Protection Policy summary and also the full policy applies to all members of **Mellows Dramatics**.
8. We will review our Safeguarding/Child Protection Policy and procedures annually to make sure they are still relevant and effective.

## APPENDIX 2

### **Safeguarding Agendas (Included in this section are national and local hyperlinks to policies)**

• **Bullying including Cyberbullying** - bullying may be defined as deliberately hurtful behaviour, usually repeated over a period of time, where it is difficult for those bullied to protect themselves. It can take many forms but the main types are:

- physical (e.g. hitting, kicking, theft)
- verbal (e.g. racist or homophobic remarks, threats, name-calling)
- emotional (e.g. isolating an individual from the activities and social acceptance of their peer group)

The damage inflicted by bullying (including cyberbullying via the internet) can frequently be underestimated. It can cause considerable distress to children and vulnerable adults, to the extent that it affects their health and development or, at the extreme, causes them significant harm (including self-harm). Information and Communication Technology (ICT), now more commonly referred to as Digital Technology, enables children and vulnerable adults to learn, play, communicate and explore the world in fantastic new ways and many children and young people are now skilled in using digital technology including computers, tablets, mobile phones and gaming machines. However with this new technology there are new risks it is important we have understanding around prevention [preventing-and-tackling-bullying](#). Everyone who is responsible for the welfare and safety of children needs to understand what these risks are and how we can all work together to enjoy these new technologies safely. As in any other area of life, children and young people are vulnerable and may expose themselves to danger - knowingly or unknowingly - when using the internet and other digital technologies. Indeed, some young people may find themselves involved in activities which are inappropriate or possibly illegal. [Staffordshire on line bullying](#)

• **Sexting** – Sexting is when a young person takes an indecent image of themselves and sends this to their friends or boy/girlfriends via mobile phones. [Sexting/what-is-sexting](#) The problem is that once taken and sent, the sender has lost control of these images and these images could end up anywhere. They could be seen by your child's future employers, their friends or even by paedophiles. [CEOP](#) The CEOP Command's Thinkuknow programme provides resources, training and support for professionals who work directly with children and young people.

By having in their possession, or distributing, indecent images of a person under 18 on to someone else – young people are not even aware that they could be breaking the law as these are offences under the Sexual Offences Act 2003.

[Domestic-violence-and-abuse](#) is a generic term to describe a wide range of intentional behaviours used by one individual to control and dominate another with whom they have had, wished to have, or are currently in a close intimate, family or other type of relationship. It does not only relate to married or co-habiting couples, and it frequently continues after a relationship has ended. A significant number of men, women and children are no safer when they leave an abusive home, and for very many it is known that the level of violence and abuse can escalate. [Staffordshire promoting-the-Welfare-Safety-of-Children-in-Specific-Circumstances](#) (see section 4N in the link)

• **Relationship Abuse** – Domestic abuse is one of the key priorities of the Community Safety Partnership's throughout the County of Staffordshire. The Community Safety Partnerships, which are made up of multi-agency members, have agreed to use the Home Office definition of domestic abuse:-  
"Any incident of threatening behaviour, violence or abuse (psychological, physical, sexual, financial or emotional) between adults, aged 18 and over, who are or have been intimate partners or family members, regardless of gender and sexuality."  
[relationship-abuse/what-is-relationship-abuse](#)

However, the Staffordshire Police definition of domestic abuse is:- "Any incident of threatening behaviour, violence or abuse (psychological, physical, sexual, financial or emotional) between partners and ex-partners aged 16 years and over, who are or have been intimate partners, regardless of gender and sexuality." [Staffordshire Individuals-who-pose-a-Risk-to-Children](#) (see section in link)

• **Drugs** - there is evidence that children and vulnerable adults are increasingly misusing alcohol and illegal drugs. [Drugs-advice-for-Societys](#) there are many consequences ranging from non-attendance and poor attainment in society, poor health, committing crime to support 'habits' and also increased risk of being a victim of violent crime and sexual exploitation.

Working with Parents who misuse substances [Staffordshire Promoting-the-Welfare-Safety-of-Children-in-Specific-Circumstances](#)  
(see section 4 in link)

• **Hate** - [Educate against hate](#) A hate crime is a crime committed against someone because of their:

- disability
- race or ethnicity
- religion or belief
- sexual orientation
- transgender identity

• **Mental health** - [Mental-health-and-behaviour-in-Societys](#) This non-statutory advice clarifies the responsibility of the Society, outlines what they can do and how to support a child or vulnerable adult whose behaviour - whether it is disruptive, withdrawn, anxious, depressed or otherwise - may be related to an unmet mental health need.

Parenting capacity and mental health [Staffordshire Promoting-the-Welfare-Safety-of-Children-in-Specific-Circumstances](#)

## **APPENDIX 3**

### **Local Contacts**

- Staffordshire Children's Social Care Services: First Response Service in Multi Agency Safeguarding Hub (M.A.S.H.) 0800 1313 126. Email [frist@membersordshire.gov.uk](mailto:frist@membersordshire.gov.uk)
- Emergency Duty Services (out of hours Safeguarding concerns) 0845 604 2886 or email [eds.team.manager@membersordshire.gov.uk](mailto:eds.team.manager@membersordshire.gov.uk)
- Staffordshire Police M.A.S.H. can be contacted on 101. In the event of an emergency please dial 999
- Stoke-on-Trent Children's Services: Advice and Referral Team (ART) 01782 235100  
Emergency Duty Team: 01782 234234 (outside office hours, weekends and bank holidays)  
Minicom: 01782 236037
- Staffordshire Police Force coordinator : Mark Hardern  
Tel: 07539 3636299 Email: [mark.hardern@membersordshire.pnn.police.uk](mailto:mark.hardern@membersordshire.pnn.police.uk)
- Staffordshire Police Prevent Team 01785 232054, 01785 233109 or email [prevent@membersordshire.pnn.police.uk](mailto:prevent@membersordshire.pnn.police.uk)
- Staffordshire County Council's Education Safeguarding Advice Service  
01785 895836 e-mail : [esas@membersordshire.gov.uk](mailto:esas@membersordshire.gov.uk)
- LADO Staffordshire (01785) 278958 or mobile: 07580805368

Staffordshire Fire and Rescue Service Headquarters, Pirehill, Stone, Staffordshire, ST15 0BS

- In an emergency always dial 999
- General enquires: 08451 22 11 55
- To book a free home fire risk check: 0800 0241 999

### **National Contacts**

- Police (Non-emergency 101)
- CEOP ( Child Exploitation and Online Protection) <http://ceop.police.uk/>
- Professionals Online Safety Helpline – 0844 381 4772 [www.saferinternet.org.uk/helpline](http://www.saferinternet.org.uk/helpline)
- Internet Watch Foundation (IWF) – <http://www.iwf.org.uk>
- Safer Internet Centre – [helpline@saferinternet.org.uk](mailto:helpline@saferinternet.org.uk)
- Childline – 0800 1111 [www.childline.org.uk](http://www.childline.org.uk)

### **Useful websites**

- Staffordshire Safeguarding Children Board <http://www.memberssscb.org.uk>
- Stoke-on-Trent Safeguarding Children Board <http://www.Safeguardingchildren.stoke-on-trent.gov.uk>
- Child Exploitation and Online Protection Centre (CEOP) – [www.ceop.police.uk](http://www.ceop.police.uk) & [www.knowaboutcse.co.uk](http://www.knowaboutcse.co.uk)
- NSPCC – 24 hour Child Protection Helpline 0808 800 5000 <https://www.nspcc.org.uk/>

**First Response Team**  
Wedgwood Building  
Stafford  
ST16 2DH

**First Response Team**  
**Multi Agency Safeguarding Hub (M.A.S.H)**  
**Child Protection**

Have you got a serious concern about the safety of a child or young person up to the age of 18?

Do you think a child or young person is being harmed or is at risk of being harmed?

Are you worried that a child is living in circumstances where they are treated badly and not cared for properly?

If you've answered yes to any of these questions and you don't believe that the child or young person is being supported by a Social Worker, please contact the First Response Service immediately.

**Please note:** If the child you are calling about already has a dedicated Social Worker please contact them directly in the first instance.

**Contact us**

**Telephone:** 0800 1313 126

**Emergency out of hours:** 0845 604 2886

**Fax:** (01785) 854223

**Email:** [frist@membersordshire.gov.uk](mailto:frist@membersordshire.gov.uk)

## **APPENDIX 5**

Vulnerable Adult Definition – “A person who is 18 years of age or over and who is, or may be, in need of community care services by reason of mental or other disability, age or illness and who is, or may be, unable to take care of him/herself against significant harm or serious exploitation.”