



Safeguarding Policy

Effective Date: 03.01.2025

Review Date: 03.01.2026

1. Purpose

This policy outlines the safeguarding measures and procedures that Gemma Deas, a self-employed provider of therapeutic art services, will implement when working with children and young people in schools. The aim is to ensure the safety and well-being of all participants.

2. Scope

This policy applies to all therapeutic art services provided by Gemma Deas in schools, including one-on-one sessions and group sessions.

3. Commitment to Safeguarding

Gemma Deas is committed to creating a safe and supportive environment for children and young people. This involves:

- Promoting the welfare of children and protecting them from harm.
- Ensuring that all activities are carried out in a safe and secure manner.
- Responding promptly and appropriately to any concerns about a child's safety or well-being.

4. Legal Framework

This policy is based on the following legislation and guidance:

- Children Act 1989 and 2004
- Working Together to Safeguard Children (2018)
- Keeping Children Safe in Education (2023)
- Local Safeguarding Children Board (LSCB) guidelines

5. Roles and Responsibilities

- **Service Provider (Creative Minds Project):**
 - Ensure understanding and implementation of safeguarding policies and procedures.
 - Attend regular safeguarding training and updates.
 - Maintain clear and accurate records of any safeguarding concerns and actions taken.

- Report any safeguarding concerns to the designated safeguarding lead at the school immediately.
- **School Responsibilities:**
 - Provide a designated safeguarding lead (DSL) to coordinate safeguarding within the school.
 - Ensure that all school staff are aware of and comply with the safeguarding policy.
 - Support the service provider in implementing safeguarding measures.

6. Code of Conduct

Creative Minds Project will:

- Treat all children and young people with respect and dignity.
- Maintain appropriate boundaries and avoid any behaviour that could be misinterpreted.
- Never use physical punishment or any form of degrading treatment.

7. Safeguarding Procedures

- **Risk Assessments:** Conduct risk assessments for all activities to identify and mitigate potential hazards.
- **Reporting Concerns:** Any concerns about a child's safety or well-being should be reported to the school's DSL immediately. If the DSL is not available, the concern should be reported to the headteacher or another senior staff member.
- **Record Keeping:** Keep detailed and confidential records of any safeguarding concerns, including the nature of the concern, actions taken, and any communications with the school or other agencies.
- **Confidentiality:** Information about safeguarding concerns should be shared only with those who need to know in order to protect the child. Confidentiality should be maintained at all times.

8. Responding to Disclosures

If a child discloses information about abuse or neglect:

- **Listen:** Listen carefully without interrupting and allow the child to speak freely.
- **Reassure:** Reassure the child that they have done the right thing in speaking up and that they will be supported.
- **Do Not Investigate:** Do not ask leading questions or attempt to investigate the matter.
- **Report:** Report the disclosure to the school's DSL immediately and document the disclosure accurately.

9. Allegations Against the Service Provider

If an allegation is made against a Therapeutic Art Mentor at Creative Minds Project:

- **Immediate Action:** The allegation should be reported to the school's DSL and the Local Authority Designated Officer (LADO) immediately.
- **Support:** Cooperate fully with any investigations and follow the guidance of the LADO.
- **Suspension:** If necessary, suspend all services until the investigation is concluded to ensure the safety of the children.

10. Training and Awareness

Creative Minds Project staff members will:

- Attend regular safeguarding training to stay updated on best practices and legal requirements.
- Ensure awareness of the latest safeguarding guidance and legislation.
- Promote safeguarding awareness among all participants.

11. Review and Amendments

This policy will be reviewed annually or as needed to ensure its effectiveness and compliance with current safeguarding legislation. Any amendments will be communicated to all relevant parties in writing.

Approved by:

Gemma Deas

03.01.2025

Contact Information:

Gemma Deas
Creative Minds Project
07863793290
gemma@creativeminds.com

By adopting this policy, Creative Minds Project commits to maintaining the highest standards of safeguarding, ensuring the safety and well-being of all children and young people participating in therapeutic art services.