**Safeguarding Policy**

As a group leader, I have undertaken safeguarding training to ensure that I am aware of safeguarding needs and I am able to correctly record and report any safeguarding concerns.

My first responsibility and priority is towards the children that attend the sessions. If I have any cause for concern, I will report it to the relevant bodies, following the Local Safeguarding Children Board (LSCB) procedures. Our local LSCB is Cardiff and Vale of Glamorgan Regional Safeguarding Children Board and information about their procedures can be found at <https://www.cardiffandvalersb.co.uk/>.

I understand that child abuse can be physical, sexual, emotional, neglect, domestic, or a mixture of these, and am aware of the signs and symptoms of these.

I am aware that I must have due regard to the need to prevent people being drawn into terrorism. This is referred to in the Prevent Duty. I am also aware of the signs and indicators of extremism or radicalisation. If I have any concerns, I will contact the local Prevent Officer, Deborah Gibbs who is the Safer Vale Manager on 01446 450200.

I am aware of the Department for Education telephone helpline (02073407264) to enable staff and governors to raise concerns relating to extremism directly. Concerns can also be raised by email to [counter.extremism@education.gsi.gov.uk](mailto:counter.extremism@education.gsi.gov.uk).

I will inform the LSCB and Safer Vale team of any allegations of abuse that are alleged to have taken place, including any allegations against me, other adults or children.

I will keep all information about you and your child confidential (except names). I aim to share all information with parents but in some instances (where I am worried about your child’s safety and well being) I may have to refer concerns without discussing this with you.