



Safeguarding Policy

The purpose and scope of this policy

LAC Training works with Adults, Children and families as part of its activities. These include delivering activities, such as, swimming lessons, school swimming lessons, other water-based activities as well as Swimming Teacher, Lifesaving and First Aid training.

The purpose of this policy statement is:

- To protect Adults, children and young people who receive LAC Training's services. This includes the children of adults who use our services
- To provide parents, staff and volunteers with the overarching principles that guide our approach to safeguarding and child protection

This policy statement applies to anyone working on behalf of LAC Training, including Swimming Teachers, Tutors, Assessors, IQAs, other paid staff, volunteers and students.

Legal Framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect Adults and children in England. A summary of the key legislation and guidance is available from nspcc.org.uk/childprotection

We believe that:

- Adults, children and young people should never experience abuse of any kind
- We have a responsibility to promote the welfare of all Adults, children and young people, to keep them safe and to practise in a way that protects them

The welfare of the Adult/child is paramount:

- All Adults and children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have a right to equal protection from all types of harm or abuse
- Some people are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- Working in partnership with Adults, children, young people, their parents, carers and other agencies is essential in promoting people's welfare

We will seek to keep Adults, children and young people safe by:

- Valuing, listening to and respecting them
- Appointing a nominated child protection/safeguarding lead and a deputy child protection/safeguarding lead
- Developing child protection and safeguarding policies and procedures which reflect best practice
- Using our safeguarding procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
- Creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- Recruiting staff and volunteers safely, ensuring all necessary checks are made
- Providing effective management for staff and volunteers through supervision, support, training and quality assurance measures
- Implementing a code of conduct for staff and volunteers
- Using our procedures to manage any allegations against staff and volunteers appropriately
- Ensuring that we have effective complaints and whistleblowing measures in place
- Ensuring that we provide a safe physical environment for our Adults, children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- Recording and storing information professionally and securely

Identifying Concerns

Concerns might be raised by:

- A child or adult making a direct allegation of abuse by an adult, child or young person
- A child or adult telling you they're uncomfortable with an adult, child or young person's behaviour. They may not realise the behaviour is abusive
- A member of staff or volunteer observing behaviour that gives cause for concern
- You being informed that an adults, child or young person is the subject of an investigation
- An adult, child or young person telling you they have harmed someone else or are at risk of doing so

Responding to a Safeguarding/Child Protection Incident

- Reassure the adult, child that they've done the right thing by telling you about it
- Listen carefully to the adult/child and let them tell their whole story. Don't try to investigate or quiz the adult/child, but make sure you understand what they're saying
- Use non-judgmental language
- Remember that a child who is telling you they've abused someone else is a child in need of support
- Tell them that you now have to do what you can to keep them and the other adults/children involved safe
- Explain what you are going to do next and that you will need to speak to other people who can help
- Use the [STA Incident Report](#) form to record the disclosure/incident. Making sure that the exact facts and words said are stated.
- Information should be treated carefully and confidentially.
- If you are unsure then you should seek advice/support from the Safeguarding Officers in the first instance. After this step, seeking advice from Safety Training Awards, NSPPC or the Police is advisable.

Contact Details

- **Nominated Safeguarding lead Name:** Lee Cornelius
- **Phone/email:** 07759 037 527 / info@lactraining.co.uk
- **Deputy Safeguarding lead Name(s):** Rebecca Guest
- **Phone/email:** 07951 487 847/ rye@watercreatures.co.uk
- **NSPCC Helpline:** 0808 800 5000 / help@nspcc.org.uk
- **Safety Training Awards:** 01922 748642 / childprotection@sta.co.uk
- **Victims of abuse can seek support from the National Association for People Abused in Childhood (NAPAC):** 0808 801 0331

Monitoring and Review

This policy and its procedures will be reviewed regularly for improvements as part of our Quality Assurance requirements. This will ensure it is fit for purpose, reflects the services we deliver to our customers and we provide services which are relevant to the requirements of individual needs.

Contact Details

If you would like to discuss this policy or find that a member of the LAC Training's is not adhering to the policy and the standards that we expect then please let us know by contacting:

Lee A Cornelius

Director

T: 07759 037 527

E: info@lactraining.co.uk

Policy Version

Version 1 – September 2019, October 2020, September 2022, October 2023, October 2024, October 2025

Next Review

October 2026