Raspberry Pi Foundation Child Protection Policy

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Child Protection Officers

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Introduction

1. The Raspberry Pi Foundation believes that it is always unacceptable for a child or young person to experience abuse of any kind and recognises its responsibility to safeguard the welfare of all children and young people, by a commitment to practice which protects them.

2. We recognise that:

   a. the welfare of the child/young person is paramount;

   b. all children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have the right to equal protection from all types of harm or abuse;

   c. working in partnership with children, young people, their parents, carers and their agencies is essential in promoting young people's welfare.

3. We will seek to safeguard children and young people by:

   a. valuing them, listening to and respecting them;

   b. adopting child protection guidelines through procedures and a code of conduct for staff and volunteers;

   c. recruiting staff and volunteers safely, ensuring all appropriate checks are made;

   d. sharing information about child protection and good practice with children, parents, staff and volunteers;

   e. sharing information about concerns with agencies who need to know, and involving parents and children appropriately;

   f. providing effective management for staff and volunteers through supervision, support and training;

   g. ensuring that Enhanced DBS checks have been carried out on all staff who work directly with young people and maintaining systems to ensure that volunteers

taking part in our programmes have undergone background checks.

Purpose and Scope

4. The purpose of this policy is to describe the procedures that should be followed in the event that someone suspects a child or young person may be experiencing, or be at risk of, abuse or harm in the following situations:

   a. Events organised and hosted by the Raspberry Pi Foundation at our own premises;

   b. Events held at other venues which have their own Child Protection Policies, but which Raspberry Pi Foundation is involved in the running of to some degree. In these instances, this policy should be seen as a supplement to, and superseded by, the venue's policy. Such events include:

      i. Clubs hosted by volunteers and held at third party venues, for example, schools, libraries, museums, and community centres;

      ii. Events held at third party venues, hosted by Foundation staff and/or volunteers, such as outreach events and workshops.

5. This policy applies to all Raspberry Pi Foundation staff, the Board of Trustees and Members of the Foundation, paid contractors, volunteers and sessional workers, agency staff, students or anyone working on behalf of the Raspberry Pi Foundation.

6. This policy does not apply to events organised by members of the public which have no substantive involvement from Raspberry Pi Foundation. Such events would be subject to the Child Protection Policy of the venue. However, if there are ever any concerns about members of the public hosting events that appear to have some association with the Raspberry Pi Foundation, we would like to be informed of these.

Definition of Child Abuse

7. Child abuse is the term used when an adult harms a child or a young person under the age of 18. Child abuse can take four forms, all of which can cause long term damage to a child: physical abuse, emotional abuse, neglect, and sexual abuse. Most types of child abuse can take one or several of these forms, for example bullying and domestic violence are often both physical and emotional forms of abuse.

How to recognise abuse

8. In this policy we are concerned about anyone who appears to be at risk of abusing a child attending or participating in events as described above, irrespective of whether the adult is somehow involved in the event being held, or a member of the public.

9. The signs of child abuse aren't always obvious, and a child might not tell anyone what's happening to them. A child may be experiencing abuse if he or she is:

   a. frequently dirty, hungry or inadequately dressed

b. left in unsafe situations or without medical attention

c. constantly "put down", insulted, sworn at or humiliated

d. seems afraid of parents or carers

e. severely bruised or injured

f. displays sexual behaviour which doesn't seem appropriate for their age

g. growing up in a home where there is domestic violence

h. living with parents or carers involved in serious drug or alcohol abuse.

10. This list does not cover every possible type of child abuse. You may have seen other things in the child's behaviour or circumstances that worry you.

11. If a child confides details of abuse, or anything that concerns you, you should:

a. listen sensitively

b. get the facts

c. try not to ask leading questions

d. reassure the child they are not in any trouble and that they are doing the right thing by telling you

e. explain to the child that you will share this information with another adult

f. write down everything the child tells you as soon as you can.

Report signs or suspicions of abuse

12. As a general rule, if you have a safeguarding concern about a child or children, you should always:

a. Write down everything that you have seen and/or heard in as detailed and factual a way as possible, as soon as you can after witnessing or hearing about the incident.

b. Raise the matter immediately with a member of staff <u>at the venue</u> where the activity is taking place. They will guide you on appropriate next steps in line with the venue's safeguarding policy.

c. If there is no such person available, contact safeguarding@raspberrypi.org . A member of Raspberry Pi Foundation staff will then advise you.

d. Use all reasonable endeavours to ensure that the adult withdraws from the session or event at which the complaint is made, and get their contact information if possible and safe to do so.

e. If you suspect that criminal activity may be taking / have taken place, please contact the police immediately.

13. If the activity is taking place on the Raspberry Pi Foundation premises, you should raise the matter immediately with the member of staff leading the session. They will take any immediate action necessary, and report the incident to the Child Protection Officer. If it is not possible to report your concern at the time, please contact safeguarding@raspberrypi.org and a member of the The Raspberry Pi Foundation team will advise you.

14. If the activity is a Code Club, you should raise the matter with a member of staff at the hosting venue. Please also inform the Raspberry Pi Foundation of your concern(s) by contacting safeguarding@codeclub.org.uk

15. If the activity is a Raspberry Pi Foundation event, workshop, or other activity, you should raise the matter with a member of staff at the hosting venue. We ask that you also email safeguarding@raspberrypi.org to inform us of your concerns, so that we may address them swiftly.

16. If the activity is not endorsed or organised or hosted by the Raspberry Pi Foundation, but may in some way appear to be associated with the Raspberry Pi Foundation's work or mission, you should raise the matter with a member of staff at the hosting venue, who will advise you of their policy. If you wish you may also email safeguarding@raspberrypi.org to inform us of your concerns and so that we may track how your concerns are dealt with.

17. If you have any other questions or concerns please email them to safeguarding@raspberrypi.org.

What happens next?

18. If you are liaising with the Child Protection Officer of the event venue, please familiarise yourself with the venue's policy to understand what process they will implement.

19. If you have made contact with the Raspberry Pi Foundation, we will take these steps:

a. The relevant Child Protection Officer will respond to any and all child protection concerns that are raised within 3 working days.

b. Any concerns raised will be investigated and recorded in the RPF Child Protection Record Book. All concerns will be recorded, whether or not they appear upon investigation to not require contacting other authorities.

c. The person(s) involved will be required to have no further contact with any child or parent while the matter is investigated, and until further notice.

d. All reports will be stored securely and confidentially.

e. If the matter requires escalating, the Child Protection Officer will inform social services in the location of the concern, or the NSPCC within 24 hours of the

report being received. The Chief Executive Officer of The Raspberry Pi Foundation will also be informed.

f.   If the concern is found to be genuine the Child Protection Officer will contact the relevant Council Child Protection Team or the Police if the threat is immediate.

g.   You will be kept informed at appropriate stages as the incident is investigated and actioned.

What if a report is made about me?

If you are Foundation staff, Trustee, Member, contractor or other representative of the Raspberry Pi Foundation

20. If a concern is raised about you, you must inform the Raspberry Pi Foundation immediately via safeguarding@raspberrypi.org and cease to participate in the activity.

21. The Raspberry Pi Foundation will co-operate with the venue while the matter is investigated.

22. You must not have any contact with any child or parent of any child while the matter is investigated and until further notice.

23. Once the investigation is complete, the Raspberry Pi Foundation will take appropriate steps to resolve the matter. Depending on the outcome, this may include disciplinary action or your removal as a Trustee or Member.

24. In these circumstances, The Raspberry Pi Foundation may also report the details to the relevant Council Child Protection Team, the Police, the Disclosure and Barring Service and any other relevant parties.

If you are an event volunteer, but not a Raspberry Pi Foundation representative

25. If a concern is raised about you, you must inform The Raspberry Pi Foundation immediately via safeguarding@raspberrypi.org and cease to participate in the activity.

26. You must not have any contact with any child or parent of any child while the matter is investigated and until further notice.

27. The Raspberry Pi Foundation will co-operate with the venue while the matter is investigated.

28. We will immediately suspend any accounts you have with all Raspberry Pi Foundation websites and forums, including Code Club. You will be notified about this via email.

29. If the concern can be resolved to the satisfaction of both the Raspberry Pi Foundation and the venue, you will be able to continue to volunteer at our activities and we will reinstate any accounts you have on Raspberry Pi Foundation websites and forums, including Code Club.

30. If the concerns cannot be resolved to the satisfaction of both the Raspberry Pi Foundation and the event venue, we will notify you in writing that you are no longer able

to volunteer with us. Any accounts you have on the Raspberry Pi Foundation websites and forums, including Code Club, will be permanently closed. You will no longer be permitted to represent yourself online as being associated with the Raspberry Pi Foundation or Code Club, or be able to provide any service or attend events on behalf of the Raspberry Pi Foundation Code Club.

31. In these circumstances, the Raspberry Pi Foundation may also report the details to the relevant Council Child Protection Team, the Police, the Disclosure and Barring Service and any other relevant parties.

Relevant legislation

32. This policy has been drawn up on the basis of law and guidance that seeks to protect children, namely:

   a. Children Act 1989

   b. United Convention of the Rights of the Child 1991

   c. Data Protection Act 1998

   d. Sexual Offences Act 2003

   e. Children Act 2004

   f. Protection of Freedoms Act 2012

   g. Relevant government guidance on safeguarding children

Council Child Protection Team Contacts

33. Cambridgeshire: 0345 045 5203 (01733 234 724 out of hours)

34. NSPCC 0808 800 5000 https://www.nspcc.org.uk/what-you-can-do/report-abuse/