

## **Safeguarding Policy**

School of Rap CIC

Date Adopted: 22.04.2025

Next Review Due: 22.04.2025

### **1. Policy Statement**

School of Rap CIC is committed to creating a safe and supportive environment for all young people involved in our programmes. We believe that safeguarding is everyone's responsibility and that the welfare of children and young people is paramount. We are committed to safeguarding children from harm and ensuring their voices are heard and respected.

### **2. Purpose of the Policy**

This policy outlines our approach to safeguarding and child protection, setting out procedures for preventing harm, responding to concerns, and ensuring all staff, volunteers, and partners understand their responsibilities.

### **3. Scope**

This policy applies to:

- All staff (paid and unpaid)
- Volunteers
- Freelance practitioners
- Trustees/directors
- Any adults involved in delivering School of Rap CIC services or projects

### **4. Legal Framework**

This policy has been drawn up based on law and guidance that seeks to protect children, including:

- The Children Act 1989 and 2004
- Working Together to Safeguard Children (2018)
- Keeping Children Safe in Education (2023)
- The Children and Social Work Act 2017
- GDPR and Data Protection Act 2018

### **5. Designated Safeguarding Lead (DSL)**

Name: Sven Lichtenberg

Role: Director

Contact Info: 07823 753539 - [Sven@schoolofrap.org.uk](mailto:Sven@schoolofrap.org.uk)

### **6. Definitions**

Child/Young Person: Anyone under the age of 18.

Safeguarding: Protecting children from abuse, neglect, exploitation, and harm.

Abuse: Physical, emotional, sexual, or neglect.

## 7. Responsibilities

School of Rap CIC will:

- Ensure all staff and volunteers are aware of safeguarding procedures.
- Carry out enhanced DBS checks for all staff and volunteers working with children.
- Provide regular safeguarding training.
- Create an open and safe environment where young people feel heard and respected.
- Respond promptly and appropriately to all safeguarding concerns.

## 8. Types of Abuse

We recognise the following forms of abuse:

- Physical Abuse
- Emotional Abuse
- Sexual Abuse
- Neglect
- Online/Digital Abuse
- Peer-on-Peer Abuse
- Radicalisation or Exploitation

## 9. Reporting Concerns

All concerns must be reported to the DSL immediately.

Steps to take:

1. Stay calm and listen carefully.
2. Do not promise confidentiality – explain you may need to share information.
3. Record the concern in writing using the Safeguarding Concern Form.
4. Pass it to the DSL as soon as possible (within 24 hours).

If a child is at immediate risk of harm, call 999.

## 10. Confidentiality and Information Sharing

Information will only be shared with professionals on a need-to-know basis and in accordance with GDPR. All records will be stored securely and access will be restricted.

## 11. Safer Recruitment

We are committed to safe recruitment practices, including:

- Interviews and reference checks
- Enhanced DBS checks
- Induction including safeguarding training

## 12. Online Safety

All staff and volunteers will follow best practices for digital safety and communication with young people, including:

- Using only official School of Rap accounts for communication

- Avoiding private messaging unless appropriate and logged
- Monitoring content and interactions during online sessions

### **13. Whistleblowing**

School of Rap CIC encourages a culture of openness. Any concerns about the conduct of staff, volunteers, or anyone involved in the organisation should be reported to the DSL or director.

### **14. Review and Monitoring**

This policy will be reviewed annually or following any safeguarding incident or change in legislation. All staff and volunteers will be required to read and sign the policy as part of their induction.

Signed:

Sven Lichtenberg – Director

Date: 22.04.2025