



**Waltham Forest  
Dyslexia Association**  
Opening doors for dyslexics since 1989

# **WALTHAM FOREST DYSLEXIA ASSOCIATION**

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## **Safeguarding and Child Protection Policy**

**Waltham Forest Dyslexia Association Board of Trustees  
November 2021**

**This policy should be read in conjunction with our  
Safeguarding and Child Protection Procedures (November 2021)**

# **Waltham Forest Dyslexia Association**

## **Safeguarding and Child Protection Policy**

### **Our Safeguarding Policy (November 2021)**

This policy applies to all staff, including the board of trustees, sessional tutors and screeners, volunteers or anyone working on behalf of Waltham Forest Dyslexia Association

#### **The purpose of this policy:**

- To protect children and young people who receive Waltham Forest Dyslexia Association's services. This includes additional children of parents/carers and other adults who use our services.
- To provide all staff, trustees, tutors, screeners and volunteers with the overarching principles that guide our approach to safeguarding and child protection.

Waltham Forest Dyslexia Association believes that a child or young person should never experience abuse of any kind. We have a responsibility to promote the welfare of all children and young people and to keep them safe. We are committed to practise in a way that protects them.

#### **Legal framework**

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

- Children's Act 1989
- The United Convention of the Rights of the Child 1991
- Human Rights Act 1998
- Sexual Offences Act 2003
- Children's Act 2004
- Safeguarding Vulnerable Groups Act 2006
- Protection of Freedom Acts 2012
- Children and Families Act 2014
- The Charities Commission: Safeguarding children and young people. HM Government 2014
- Special educational needs and disability (SEND) code of practice: 0 to 25 years Statutory guidance for organisations which work with and support children and young people who have special educational needs or disabilities HM Government 2015
- Strategy for dealing with safeguarding issues in charities: The Charity Commission's role and approach in dealing with safeguarding issues in charities. HM Government 2017
- Data Protection Act 2018 and General Data Protection Regulation (GDPR)
- Information sharing: Advice for practitioners providing safeguarding services to children, young people, parents and carers. HM Government 2018
- Working Together to Safeguard Children: A guide to inter-agency working to safeguard and promote the welfare of children. HM Government 2018 & 2020

- The Charity Commission: Safeguarding duties for charity trustees. HM Government 2018
- London Safeguarding Children's Board (LSCB)
- Waltham Forest Safeguarding Children's Board

**This policy should be read alongside our policies and procedures on:**

- Recruitment, induction and training
- Role of the designated safeguarding officer
- Dealing with disclosures and concerns about a child or young person
- Managing allegations against staff and volunteers
- Code of conduct for staff and volunteers
- E-Safety and Remote Working Safeguarding
- Anti-bullying
- Complaints
- Whistleblowing
- Health and Safety
- Training, supervision and support
- Lone working procedure

**This policy is based on the following principles, in that we recognise:**

- the welfare of the child or young person is paramount as enshrined in the Children's Act 1989
- all children and young people, whatever their age, culture, disability, gender or gender reassignment, language, race or religious belief, sex or sexual orientation have the right to protection from abuse
- some children and young people are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- working in partnership with children, young people, their parents/carers and other agencies is essential in promoting young people's welfare

**We seek to keep children and young people safe by:**

- valuing them, listening to and respecting them
- supporting a Designated Safeguarding Officer (DSO) for children and young people, a deputy and a lead board member for safeguarding
- adopting child protection and safeguarding practices through procedures and a code of conduct for staff, tutors, screeners, trustees and volunteers
- developing and implementing effective e-safety and remote working policies and related procedures
- providing effective management for staff and volunteers through supervision, support and training
- recruiting staff, tutors, screeners, trustees and volunteers safely, ensuring all necessary checks are made
- recording and storing information professionally and securely, and sharing information about safeguarding and good practice with children, young people, their families/carers, staff, tutors, trustees, volunteers via leaflets, posters, one-to-one discussions, email, social media and on the Waltham Forest Dyslexia Association website

- using our safeguarding procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents/carers and families appropriately
- using our procedures to manage any allegations against staff, tutors, screener, trustees and volunteers appropriately
- ensuring that we have effective complaints and whistleblowing measures in place
- ensuring that we provide a safe physical environment for our children and young people, staff, tutors, screeners and trustees, by applying health and safety measures in accordance with the law and regulatory guidance

## Contact details

### Designated Safeguarding Officer (DSO)

Revd. Carol Newnham

Tel: 07904887834 email: [safeguarding@wdfa.org.uk](mailto:safeguarding@wdfa.org.uk)

### Deputy DSO

Marcia Brissett-Bailey

Tel: 07956199708 email: [safeguarding@wdfa.org.uk](mailto:safeguarding@wdfa.org.uk)

### Senior Lead for Safeguarding

Mrs Lois Hood

(Chairperson for Waltham Forest Dyslexia Association's Board of Trustees)

Tel: email: [loishood@hotmail.co.uk](mailto:loishood@hotmail.co.uk)

### Waltham Forest Multi-Agency Safeguarding Hub (MASH)

Tel: 020 8496 2310 (020 8496 3000 – out of hours)

email: [MASHrequests@walthamforest.gov.uk](mailto:MASHrequests@walthamforest.gov.uk)

### Waltham Forest LADO

Gillian Nash - Local Authority Designated Officer (LADO) Safeguarding.

Tel: 020 8496 3646 / 07791 559 789 email: [lado@walthamforest.co.uk](mailto:lado@walthamforest.co.uk)

Donna Parke - Local Authority Designated Officer (LADO) Safeguarding.

Tel: 020 8496 8276 / 07854 238 759 email: [LADO@walthamforest.co.uk](mailto:LADO@walthamforest.co.uk)

### NSPCC Helpline

Tel: 0808 800 5000 email: [help@nspcc.org.uk](mailto:help@nspcc.org.uk)


### Child Exploitation and On-line Protection (CEOP)

[www.ceop.police.uk](http://www.ceop.police.uk)

We are committed to reviewing our policy and good practice **annually**.

This policy was last reviewed on **19th November 2021**

Signed:



Print name: Lois Hood

Position: Chair of Trustees