

Waltham Forest Parent Forum



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Safeguarding Children and Young People Policy

Agreed by Steering Group: April 2026
Review date: April 2027

1. Purpose

Waltham Forest Parent Forum is committed to safeguarding and promoting the welfare of children and young people.

While the forum primarily works with parent carers, there may be occasions where staff, volunteers and representatives come into contact with children and young people through events, activities or engagement work. This policy sets out how we keep children safe and respond to concerns.

2. Legislation and Guidance

This policy is based on:

- Children Act 1989 and 2004
- Working Together to Safeguard Children (2023)
- Keeping Children Safe in Education (2025)
- UN Convention on the Rights of the Child

WFPP follows the procedures of the Waltham Forest Safeguarding Children Partnership and will refer concerns in line with local authority guidance.

3. Scope

This policy applies to:

- Steering Group members
- Staff (paid or unpaid)
- Volunteers and representatives
- Anyone acting on behalf of WFPP

4. Key Principles

- The welfare of the child is paramount
- All children have the right to protection from harm
- All concerns must be taken seriously and reported promptly
- Safeguarding is everyone's responsibility

5. Types of Abuse

- Physical abuse
- Emotional abuse
- Sexual abuse (including online exploitation)
- Neglect

6. Recognising Concerns

Staff and volunteers should be alert to:

- Unexplained injuries

- Changes in behaviour or mood
- Withdrawal or anxiety
- Signs of neglect

7. Responding to Disclosures

- Listen carefully and stay calm
- Reassure the child they have done the right thing
- Do not promise confidentiality
- Do not investigate or ask leading questions
- Record information factually
- Report immediately to a safeguarding lead

8. Reporting Concerns

- In an emergency, call 999
- Otherwise report to a nominated safeguarding lead

Safeguarding Leads:

- Carol Prideaux
- Sarah Ahmet

Concerns will be referred to Children's Social Care, the Police or other appropriate services in line with local procedures.

9. Working with Parents and Carers

WFPP will aim to be open and honest with families unless doing so could place a child or others at risk.

10. Allegations Against Adults

Any concerns about a staff member or volunteer must be reported immediately. Advice will be sought from the Local Authority Designated Officer (LADO), and appropriate action will be taken.

11. Safe Recruitment and DBS

- Safer recruitment practices are followed
- DBS checks are obtained where appropriate
- Checks are reviewed regularly

12. Training

All staff and volunteers receive safeguarding training, and updates appropriate to their role.

13. Monitoring and Review

This policy will be reviewed annually and updated as needed.