

Safeguarding Policy

Susie Wiggins SLT delivers independent speech and language therapy to children in their homes and in an educational settings. It is owned by Susie Wiggins, Speech and Language Therapist.

Susie Wiggins SLT does not employ paid staff, volunteers, sessional workers or agency staff or students and therefore this policy applies only to Susie Wiggins and any student Speech and Language Therapists working under the guidance of Susie Wiggins.

The purpose of this policy is to:

- protect children and young people from harm who receive Susie Wiggins SLT's services; to ensure their safety and to promote their welfare

Susie Wiggins SLT believes that:

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

Susie Wiggins SLT recognises that:

- the welfare of children and young people is paramount in all the work we do and in all the decisions we take
- working in partnership with children, young people, their parents, carers, and other agencies is essential in promoting young people's welfare
- all children regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse
- some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- extra safeguards may be needed to keep children who are additionally vulnerable safe from abuse

Susie Wiggins SLT will seek to keep children and young people safe by:

- valuing, listening to and respecting them
- adopting child protection and safeguarding best practice through policies and procedures
- ensuring that safeguarding training is up to date
- ensuring that all necessary checks are made and available for parents and service users to view
- recording, storing, and using information professionally and securely in line with data protection legislation and guidance
- using the appropriate safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know and involving children, young people, parents,

- families, and caregivers appropriately
- when visiting children in education settings, following the relevant safeguarding policies and procedures of that setting

Duty of care and confidentiality:

Susie Wiggins has a duty of care to all children on their speech and language therapy caseload.

Susie Wiggins will maintain confidentiality except in circumstances where to do so would place the individual or another individual at risk.

Procedure in the event of a disclosure or allegation:

If a child, young person, or adult makes an allegation or disclosure of abuse against an adult or another child or young person, it is important that the person being told:

- Stays calm and listens carefully
- Reassures the child that they have done the right thing in telling them
- Does not investigate or ask leading questions
- Explains that they will need to tell someone else
- Does not promise to keep what they have told them a secret
- Makes a written record of the allegation, disclosure or incident and signs and dates this record. This should be given to the Safeguarding Lead, or statutory services if a referral is made. Any such records will be stored securely in a locked filing cabinet
- The person about whom the allegation is made must not be informed if it is judged that to do so would place a child at increased risk
- Informs the Safeguarding Lead if this occurs within an educational setting
- In all other locations, the person contacts the appropriate services for the geographical area.
 - 1) Hampshire Children's Services on 0300 555 1384 in working hours and 0300 555 1373 out of hours. The person then takes action as recommended by Hampshire Children's Services Safeguarding team, including completing an Inter Agency Referral Form (IARF) if agreed
 - 2) West Sussex Integrated Front Door on 01403 229900 or WSChildrenservices@westsussex.gov.uk
 - 3) Surrey Children's Single Point of Access on 0300 470 9100 or cspa@surreycc.gov.uk

Procedure in the event of concern:

If there is an immediate threat of harm the Police should be contacted.

Where it is judged that there is no immediate threat of harm the following will occur:

- The concern will be discussed with the Safeguarding Lead if at an educational setting or relevant services in all other locations and a decision made as to whether the concern warrants a referral to statutory agencies
- A confidential record will be made of the conversation and circumstances surrounding it. This record will be kept securely, and a copy passed to statutory agencies if a referral is made

Supporting Information:

- Susie Wiggins is registered with the Health and Care Professions Council (HCPC), the professional body that regulates the standards of proficiency for Speech and Language Therapists - Registration no. SL25985
- Susie Wiggins is a member of the Royal College of Speech and Language Therapists - Membership no. RC0020694
- Susie Wiggins is a member of the Association of Speech and Language Therapists in Independent Practise (ASLTIP) - Membership no. 3848
- Susie Wiggins has an Enhanced DBS check - DBS Certificate no. 001742836438
- Susie Wiggins has public liability insurance from the RCSLT; the certificate can be provided upon request
- Susie Wiggins is registered with the Information Commissioner's Office (ICO) as a Data Controller
- Susie Wiggins SLT Privacy Policy and Terms and Conditions of Service are available to view on the www.susiewiggins-slt.co.uk website and a PDF copy can be shared on request

This policy was last reviewed on: 7th November 2023

Signed: Susie Wiggins

Contact details: susiewiggins.slt@gmail.com

Accessibility of this document: This document is available to view at www.susiewiggins-slt.co.uk