



Southsea Skatepark Trust
Clarence Esplanade
Southsea
PO5 3NZ
023 92 295360

SAFEGUARDING & CHILD PROTECTION POLICY

Effective From: October 2025
Review Cycle: Every 12 Months

As a Trust, we have a duty to protect all users of our services, activities and buildings. We have a particular duty to take all reasonable steps to ensure that the skatepark is a safe place for the children and vulnerable adults who use it, regardless of age, special needs or disability, racial/cultural heritage, caste, religious belief and sexual orientation. All have the right to protection from all types of harm and abuse.

This policy is designed to ensure that our trustees, staff and volunteers know how to keep such users safe. In this document trustees will be included when staff are mentioned.

Adherence to the Safeguarding and Child Protection Policy and Procedures and the Skatepark's Code of Conduct are mandatory for everyone.

We believe:

- All staff and users of the park have the right to enjoy their experience without fear of intimidation, harassment and threatening or extremist behaviour.
- The skatepark promotes tolerance and respect to diversity, and respect for alternative views.
- Everyone at the skatepark is expected to avoid both gratuitously offensive or intolerant use of language and intentional demeaning of individuals or groups defined by ethnicity, race, religion, sexuality, gender, disability or age.

Skatepark Safeguarding

- All staff are required to attend Safeguarding training.
- Staff should be aware when in close contact with children, especially when administering first aid; the door to the first aid room should **never be shut** when with a child inside but fixed back in the open position.
- No children under 8 can be allowed to use the park unless accompanied by a responsible adult (Children Act requirement).
- Adults entering the park alone as spectators should be politely challenged and asked to provide proof of identify if staff have any suspicion about their motives to be present. The identity information should be logged in the book on the reception counter.
- Suspected abuse: if a member of staff has any concerns about a child or if a child discloses to a member of staff this should be reported immediately to the park manager and the Safeguarding procedure followed.



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Child Protection Fundamentals

DO	DO NOT
<ul style="list-style-type: none"> • Put the welfare of the child first • Take all allegations seriously • Stay calm, listen and reassure • Say you have to tell other and why • Report to the designated person • Record the conversation details (verbatim if possible) • Pass all notes to the designated person • Report on all suspicions, concerns, allegations or disclosures made by a child or adult at risk, including any allegations made against you • Work openly, avoiding private or unobserved situations and working in isolation. Try to ensure you are not the only adult present and are at least in sight or hearing of others • Any physical contact with children or adults at risk can be potentially subject to misinterpretation or even malicious allegations and therefore avoid all such physical contact unless in an emergency situation or it is pre-planned and a necessary part of the work you are doing • Consider your appearance and dress such that it is appropriate for your role • Allow children and adults at risk to change clothing with levels of respect and privacy appropriate to their age, gender, culture and circumstances 	<ul style="list-style-type: none"> • Appear shocked or angry • Cast doubt on what the child tells you • Say anything that may make the child feel responsible for the abuse • Promise to keep confidences • Ask leading questions or investigate • Confront the alleged abuser • Give out your personal contact details (including social media links) • Befriend children or adults at risk that you meet through work either face to face or on social media • Engage in sexually provocative behaviour, use inappropriate or sexually suggestive language or gestures either in person, verbally or via texting, emails or social media • Rely on your reputation, position or the organisation to protect you • Discuss your own personal/sexual relationships • Give or receive gifts • Broadcast or share any recordings or visual material that has inappropriate or obscene content • Arrange to meet a child or adult at risk outside of your work/volunteering role where the purpose is one of friendship or an intimate relationship



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Photography & Film

Photographs or video should not be taken of under 16's by staff without parental consent (consent forms are available). However, we will make users aware that we cannot guarantee (particularly at events) that other skatepark users will not take pictures in which they may be depicted.

Photographs will not be displayed at the skatepark (or the skatepark's social media) without the consent of the person/s they depict.

Disclosure and Barring Service (DBS) Checks

All staff and regular volunteers will be DBS checked at enhanced level before having or being likely to have unsupervised contact with children or vulnerable adults. As a Trust, we will ensure that these checks are carried out for staff, volunteers and Trust directors as required and that rechecks are carried out when appropriate.

Any groups or organisations working with children or vulnerable adults who seek to hire the skatepark or commissioned by the skatepark may be asked to provide evidence that they comply with these standards.

Code of Practice for Working with Children

1. Volunteers and staff owe a duty of care to comply with Health and Safety law, Data Protection law and Safeguarding Procedures.
2. Health and Safety law imposes a duty on the Trust to provide a safe workplace and a safe system of work for staff, volunteers, users and visitors. It also imposes a duty on staff and volunteers to keep the skatepark safe for colleagues, users and visitors and especially children and vulnerable adults.
3. Confidentiality: we will not pass on the personal details of any user, visitor or staff/volunteer to any third party unless the law obliges us to do so and then this will be through the Manager or the HR Trustee only. All staff and volunteers are required to sign a Confidentiality Agreement.
4. If a child or vulnerable adult discloses personal information to a member of staff/volunteer, that information should be treated as confidential information and shared only with the Manager or identified safeguarding lead, who will consult with the HR Trustees to decide whether the information should be passed on to other agencies or other staff.



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5. Volunteers must complete the volunteer registration form and provide references. These references will be taken up before the volunteer starts work. Volunteers who may have contact with children at the skatepark will be DBS checked. Volunteers under 18 must be supervised at all times.
6. Physical contact: we recognise that staff and volunteers who are coaching, responsible for safety or providing first aid are likely to have some physical contact with children. Physical contact should be minimised and inappropriate contact is not permitted.
7. If it is necessary that someone be removed from the skatepark and they refuse to go, the police should be called rather than staff or volunteers using force to eject them.
8. Accidents: whilst we have a duty to minimise risk to skatepark users, it is inevitable that users will, from time to time, sustain accidental injury. All such accidents should be reported and recorded on the HSE approved accident/incident report forms. These forms are held securely in the site office for at least one year and thereafter stored for 3 years.
9. In the event of a serious injury to a child, his or her parents must be contacted but staff or volunteers should not delay providing essential treatment or the calling of an ambulance because this has not been done.
10. We will not store or dispense medicines for children or other park users. If staff or volunteers are asked to do this for a child, they should refuse and explain that, if the child cannot take care of his or her own medication, he or she should not be left unsupervised at the skatepark.
11. Smoking is not permitted at the skatepark therefore any smoking breaks must be taken off the premises. Breaks may only be taken with the permission of the staff member in charge and must not jeopardise the safety and supervision of users.
12. Staff and volunteers may not consume alcohol at work nor should they arrive for work impaired through having consumed alcohol.
13. The Trust does not accept responsibility for any personal property brought onto the premises by users and staff should not accept personal responsibility for children's property.
14. Unaccompanied adults: if a member of staff or volunteer has any suspicions about the presence of an adult spectator in the park who is not accompanying a child, they have the right to politely challenge that adult. The person's name and address should be requested and recorded and this information passed to the site office.
15. Any complaint or allegation that a paid or voluntary member of staff has harmed a child or has behaved inappropriately towards a child will be investigated as a matter of urgency.



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Contact and Reporting

If anyone is concerned about a staff member, volunteer or freelancers who breaches the code of conduct they should consider first of all if they feel able to raise the matter with the person concerned, but only if this is safe and appropriate to do so and this will depend on the nature of the concern.

Otherwise they should alert their line manager in the first instance. The line manager will need to consider the nature of the breach and the most appropriate action to take which might involve addressing poor practice, or using the relevant procedures which would include disciplinary and/or safeguarding procedures and/or volunteer resolution.

If the concern is about their line manager then inform the deputy manager, safeguarding lead or a trustee of the skatepark.

If the breach concerns a member of the board of trustees then inform the chair of the board of trustees.

If the breach concerns the chair of the board of trustees then inform safeguarding lead or other trustees

Advice can always be sought from the designated safeguarding lead.

Southsea Skatepark Trust
Email: mail@southseaskatepark.org
Charity Registration No: 1141066
Website: www.southseaskatepark.org

Whether you're skating, spectating, working, or supporting an event — thank you for helping to keep it a safe, welcoming, and positive place for everyone.