

SAFEGUARDING

LFC Foundation Safeguarding Policy



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1. **Commitment**

"The LFC Foundation are committed to providing a world class safe environment for children and adults at risk. Safeguarding the welfare of every young person and adult is our priority. Through our vision, culture, and day to day operation, we want every young person and adult who access our programmes to enjoy their contact with Liverpool FC Foundation, feel safe, have a voice, and develop into good citizens. We want every participant to have an excellent experience".

Matt Parish CEO, LFC Foundation

2. **What is Safeguarding?**

Safeguarding Children

At LFC Foundation we are committed to safeguarding and protecting the welfare of children and young people. Working Together to Safeguard Children 2023 states:
a child is defined as anyone who has not yet reached their 18th birthday. '

Children' therefore means 'children and young people' throughout.

Safeguarding and promoting the welfare of children is:

- 'providing help and support to meet the needs of children as soon as problems emerge
- protecting children from maltreatment, whether that is within or outside the home, including online
- preventing impairment of children's mental and physical health or development
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- promoting the upbringing of children with their birth parents, or otherwise their family network through a kinship care arrangement, whenever possible and where this is in the best interests of the children
- taking action to enable all children to have the best outcomes in line with the outcomes set out in the Children's Social Care National Framework'

Working Together to Safeguard Children (2023)

Safeguarding Adults

The official definition of "Adult safeguarding" is working with adults with care and support needs to keep them safe from abuse or neglect' (Care Act 2014).

Working Together (2023) underpins the work undertaken to safeguard Children and Adults at risk.

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Liverpool FC and the LFC Foundation work as one team for Safeguarding. For further details please go to <https://www.liverpoolfc.com/foundation/safeguarding>

3. Who is in scope for Safeguarding?

- **Children**

All those under 18 are deemed to be children and in scope for Safeguarding.

- **Adults at risk of harm**

For those over 18, anyone who meets the definition of being an Adult at Risk;

- Has needs for care and support (whether the local authority is meeting any of those needs)
- Is experiencing, or at risk of, harm, abuse or neglect or exploitation.
- As a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

- **Other vulnerable people**

LFC Foundation safeguarding includes any adults where situational or contextual circumstances makes them vulnerable.

This includes all elite athletes at the boys and girl's academies who are over 18 but still within the Academy, AXA or Melwood.

4. Safeguarding at LFC Foundation ?

It is important that everyone at the LFC Foundation feels safe and happy. We make sure that:

- We have an environment where you can feel comfortable to tell someone in authority if something worries you.
- We take your concerns seriously.
- Our staff have bespoke training and guidelines on the best ways to work with children and adults at risk

5. What is Abuse?

Abuse is anything another person does that causes harm.

Abuse can happen in families, between friends or anywhere when inflicting harm or failing to prevent harm.

Categories of Abuse as defined by the Children Act 2004

There are four recognised categories of abuse:

1. Physical abuse;
2. Sexual abuse;
3. Emotional abuse (includes bullying); and
4. Neglect.

See appendix 1 for definitions and indicators of abuse as defined in The Children Act 2004



See appendix 2 for other categories of safeguarding concerns

Categories of Abuse as defined by the Care Act 2014

The Care Act 2014 recognises 10 categories of abuse that may be experienced by adults. This list is not exhaustive but a guide to what may be a safeguarding concern;

1. Physical abuse
2. Sexual abuse
3. Psychological / Emotional / Mental
4. Financial and material
5. Neglect and act of omission
6. Discriminatory
7. Organisational
8. Modern Day Slavery
9. Domestic Violence
10. Self neglect – including hoarding

See appendix 3 for definitions and indicators of abuse as defined in The Care Act 2014

6. Preventing Radicalisation and Extremism

The LFC Foundation will not tolerate activity of any sort which creates an environment for the radicalisation of individuals.

Radicalisation is 'the process of a person legitimising support for, or use of, terrorist violence' (KCSIE, 2024).

We aim to protect vulnerable individuals from being radicalised or exposed to extremism, by identifying who they are and providing them with support.

Extremism is 'the vocal or active opposition to our fundamental values, including democracy, the rule of law, individual liberty and the mutual respect and tolerance of different faiths and beliefs. This also includes calling for the death of members of the armed forces' (KCSIE, 2024)

All Liverpool FC Foundation staff have completed government PREVENT training. They receive PREVENT briefing updates to help spot radicalisation and extremism, and, how to report any concerns that they might have if someone is showing extremist views or might have been radicalised.

As with other safeguarding risks, staff should be alert to changes in children's behaviour, which could indicate that they may be in need of help or protection. Staff should use their judgement in identifying children who might be at risk of radicalisation and act proportionately which may include the designated safeguarding lead.

7. What the LFC Foundation does to protect children and adults at risk?

Safer Recruitment

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LFC Foundation ensures that an extensive Safer Recruitment process is in place. LFC Foundation Safer recruitment Policy considers government guidance in Keeping Children Safe in Education 2024, Premier League Safer Recruitment Guidance and The FA's Responsible Recruitment guidelines.

The key principles of Safer recruitment ensure that the below are included in the recruitment process for all individuals who come into contact with children and adults at risk in paid and voluntary positions;

- A commitment to ensuring job descriptions and job advertisements highlight the key responsibilities of the role and the club's commitment to safeguarding.
- Application forms must be completed to allow LFCF to shortlist and interview as appropriate for the role.
- Each candidate will be interviewed by at least two members of staff who have completed adequate Safer recruitment Training
- Interview questions will include questions to explore behaviours and values and dedicated safeguarding questions.
- Vetting will include identity, qualifications and experience which are verified through original documentation and any gaps in employment will be explored.
- Those working with children/adults at risk require two references from 2 different establishments including the current employer.
- All roles or positions will require satisfactory references and criminal record checks under the Disclosure & Barring Service (DBS) appropriate to the role concerned. Those in Regulated activity require an enhanced check (with Barred list).

A person shall not commence work until such time that all background checks, references and criminal record checks are completed and deemed to be acceptable by the club.

Once appointed, a contract of employment (casual worker agreement or volunteer agreement) will be issued which requires all necessary organisational policies to be followed.

Where local employment law permits, those working for LFC Foundation must declare any criminal convictions, any police investigations or F.A. investigations / suspensions acquired during the period of employment / work / volunteering.

The People Services department need to be notified, who will inform the Safeguarding Team. All information shared will be treated in the strictest confidence. Failure to notify Peoples Services may result in a breach of the Safeguarding Policy which may lead to disciplinary action.

Due diligence also takes place for any third parties working with children or adults at risk on behalf of the Club, including but not limited to consultants, teachers, interpreters and mental health professionals.

Training

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All those working / volunteering at LFC Foundation receive in-depth safeguarding training in line with LFC workforce development plan which is specific to roles and responsibilities.

All new Staff complete LFC Foundation's Safeguarding induction which includes familiarisation with the Club's safeguarding policies, procedures (including this Policy) and expected standards of behaviour including those contained within the Staff Code of Conduct.

All Staff and volunteers complete;

- Premier League's Introduction to Safeguarding e-learning module
- NSPCC Child Protection in Sport Training or The F.A. Safeguarding Children's Course
- Face-to-face Safer Working Practice training

Ratio's

Liverpool FC Foundation follow The F.A and NSPCC safeguarding best practice which dictates that adults (over-18s) must always be present when activity takes place for children.

The numbers of adults present depends on three main factors:

- The age of the children involved;
- The degree of risk the activity, location and or venue present;
- Whether there are additional supervision or support needs of some or all the participants e.g. disability or age.

The lower the age of the participants, the higher the ratio of staff must be. If the activity is mixed gender, male and female staff should be available.

Whatever the age of the children and type of activity, a minimum of two DBS checked coaches/adults must always be present. This ensures at least basic cover in the event of an incident.

If the children have additional needs e.g. learning needs or a disability the ratio must be higher to ensure you can meet the specific needs of any given group. A risk analysis identifies programmes with additional vulnerability e.g. looked-after children, those in care, those requiring mental health support, physical and learning difficulties. LFC Foundation will carry out appropriate risk assessments to ensure there is always an appropriate staff-to-participant ratio with respect to needs and age.

Remember: if using young leaders (under-18) or coaches aged 16-17 they cannot be considered as adults. In fact, you will need more adults not less to supervise because you have more under-18s in your group.

LFC Foundation and NSPCC Partnership

We share common goals and work together to support each other locally.

In addition, we use our platforms to raise awareness of safeguarding by supporting national NSPCC campaigns including;



World Suicide Prevention Day
Parents in Sport Week
Anti-Bullying Week
Sexual Abuse Awareness Week
Safer Internet Day
National Child Exploitation Awareness Day
Mental Health Awareness Week

8. Data Protection and Information Sharing

Data Protection

Liverpool FC Foundation takes data protection very seriously, in particular, data collected regarding children and adults at risk. LFC Foundation apply the principles set out in the General Data Protection Regulation (GDPR) and other current relevant data protection legislation including the Data Protection Act (DPA) 2018 in respect of our data collection activities. Further information is contained in LFC Foundation Data Protection Policy & Privacy Notice.

Where data is collected (in writing or electronically) relating to children, or children are asked for personal details or other information, we will make every effort to obtain consent for its use from those with parental responsibility, unless the child is old enough to provide valid consent in accordance with the DPA.

We will seek parental consent if the collection or use of information about a child is likely to result in:

- i. Disclosure of a child's name and address and other sensitive information to a third party, for example as part of an investigation or the terms and conditions of a competition entry, or partnership activation; and/or
- ii. Use of a child's contact details for marketing purposes;
- iii. and/or Publication of a child's image on a website that the public can view;
- iv. The collection of personal data about third parties, for example where a child is asked to provide information about his or her family members or friends

Information Sharing

Information sharing is crucial to safeguard children. However, it is equally important that information sharing follows government guidance in terms of; Information sharing: advice for practitioners providing safeguarding services to children, young people, parents and carers (July 2018). This advice includes the seven golden rules for sharing information and considerations regarding the Data Protection Act 2018 (DPA) and UK General Data Protection Regulation (UK GDPR).

DPA and UK GDPR do not prevent the sharing of information for the purposes of keeping children safe and promoting their welfare. If in any doubt about sharing information, staff should speak to the designated safeguarding lead or department Designated Safeguarding officer.

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Fears about sharing information must not be allowed to stand in the way of the need to safeguard and promote the welfare of children.

Storage of Information

Safeguarding information will be stored separately from other records and in a secure place with access granted to designated people, in line with the Data Protection Act and UK GDPR.

LFC Foundation follow NSPCC Guidance on Child Protection Records Retention and Storage.

All safeguarding and Child protection data relating to Children, families and carers is stored on LFC Foundation case management system; MyConcern. This is a secure and encrypted system registered with the Information Commissioner's Office ("ICO") and fully compliant with the Data Protection Act 2018 and UK GDPR.

- Staff are referred to the LFC Data Protection Policy for further information

Our privacy policy can be found on this link [Liverpool FC – Privacy Policy](#)

9. LFC Foundation Safeguarding Team

LFC Foundation Designated Safeguarding Lead



The Designated Safeguarding Lead for LFC Foundation and LFC ETC is Lorna Duckworth, who reports directly to LFC Director of Safeguarding.

LFC Foundation DSL is also LFC Deputy Director of Safeguarding.

The DSL has strategic oversight for Safeguarding at LFC Foundation and LFCF ETC, and is responsible for staff safeguarding.

Contact details can be seen opposite.

LFC Foundation Safeguarding Manager

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The LFC Foundation Safeguarding manager is Stephen Hale.

LFCF Safeguarding Manager is based at LFC Foundation. He deals with all LFC Foundation operational safeguarding and casework, and is the first point of contact for LFCF safeguarding concerns.

Contact details can be seen opposite.

LFC Foundation have a team of safeguarding leaders covering all their programmes including the Emerging Talent Centre (ETC).

The Director of Safeguarding can also be contacted on 07780226978

10. Reporting concerns about a child or adult

There will be occasions when staff may suspect that a child or adult at risk may be at risk of harm. In these circumstances, staff should give the child the opportunity to talk. Following an initial conversation with the child, if the member of staff remains concerned, they should follow LFC Foundation Recording Policy.

This involves taking one of the below actions;

- Recording on My Concern (if requiring action within 24 hours)
- Informing LFCF Safeguarding Officer, LFCF Safeguarding manager / LFCF if needing advice or if an emergency
- Informing Designated Safeguarding Lead or LFC Director of Safeguarding.

All concerns must be reported as soon as possible and within 24 hours of the concern arising, unless an emergency, where reporting should take place immediately.

In an emergency take the action required to help the child / adult at risk, if necessary, call 999 or 101 for local police.

Share information on a need-to-know basis only – do not discuss with colleagues, friends, or family.

Staff are not expected to be experts at recognition of Child or Adult Abuse. However, they do have a responsibility to act if they have any Concerns about the behaviour of someone (an adult or another Child) towards a Child / Adult at risk and to follow the reporting procedures in LFC Foundation Recording Policy.

11. Low Level Concerns and Allegations

Allegations – Please refer to LFCF Allegations Policy

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If you feel a member of LFC Foundation / ETC staff or adult working with LFC Foundation has:

- behaved in a way that has or could harm a child
- possibly committed a criminal offence against or related to a child.
- behaved towards a child or children in a way that indicates he or she may pose a risk of harm to children.
- behaved or may have behaved in a way that indicates they may not be suitable to work with children.

Please report it via - [Liverpool FC – Report A Safeguarding Concern](#)

LFC Safeguarding team will receive the concern and will investigate thoroughly. All allegations are taken seriously. For all reported cases we will contact you, to ensure we have all relevant information. We will also outline the next steps.

Poor Practice / Low Level Concerns – Please refer to LFCF Low Level Concerns Policy

LFC Foundation expect all those working for LFC Foundation to uphold LFCF behaviours and values, and to follow LFC Staff Code of Conduct. Hence, to uphold the highest standards of care and support when carrying out their duties.

All those at LFC Foundation have a duty to report concerns relating to staff / volunteers / third parties where;

- behaviours do not meet LFCF values
- any situation where there is harm or risk of harm to someone,
- where the behaviour of an adult does not meet LFCF Code of Conduct
- where operational policies have been breached

Where poor practice is unchallenged and allowed to continue this can become abuse. Poor practice is unacceptable and where highlighted must always be treated seriously and reported to the safeguarding team.



Safeguarding Policy for LFC Foundation and LFCF ETC **Appendices**

Appendix 1 – Children – Categories of abuse definitions

Physical Abuse: is a form of abuse that may involve hitting, smacking, and slapping, burning or scalding, throwing things or spitting, or shaking or suffocating. Physical harm may also be caused when a parent or carer fabricates the symptoms of or induces illness in a child and where an adult gives alcohol or drugs to a child.

Sexual abuse: involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing, and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse. Sexual abuse can take place online, and technology can be used to facilitate offline abuse.

Emotional abuse: is the persistent emotional maltreatment of a child and can include deliberately trying to make a child feel worthless, unloved, isolated or ignored or humiliated by 'making fun' of them. This may involve Bullying (and cyberbullying) causing children to feel frightened. It can be online or face-to-face.

Emotional abuse includes Domestic Abuse.

Domestic Abuse: is any abuse / event or series of events that can be, but is not limited to, psychological, physical, sexual, financial or emotional abuse. Children can be victims of domestic abuse if they see, hear or experience the effects of domestic abuse.

Neglect – persistent failure to provide basic physical and/or psychological needs likely to result in the serious impairment of the child's health or development. Neglect may involve a parent or carer failing to provide adequate; food, medicine, housing, clothing, as well as other physical, emotional, social, educational and safety needs such as adequate supervision. It also includes not protecting a child from harm.

Discriminatory Abuse:

When you feel harassed or picked on because of who you are. This includes comments or jokes which are:

- a. Racist



- b. Sexist
- c. Homophobic
- d. Ageist
- e. Based on your disability.

Appendix 2 – Additional Safeguarding categories of abuse

All staff should have an awareness of safeguarding issues that can put children at risk of harm. Behaviours linked to issues such as drug taking and/or alcohol misuse, unexplainable and/or persistent absences from education, serious violence (including that linked to county lines), radicalisation and consensual and non-consensual sharing of nude and semi-nude images and/or videos can be signs that children are at risk. Below are some safeguarding issues all staff should be aware of.

Child on Child Abuse

Child on Child abuse is the most common sort of abuse.

Children can abuse other children. Child-on-child abuse is most likely to include, but may not be limited to:

- Bullying (see below)
- abuse in intimate personal relationships between children (sometimes known as ‘teenage relationship abuse’)
- Physical abuse (as above)
- Sexual violence
- Consensual and non-consensual sharing of nudes
- Upskirting, which typically involves taking a picture under a person’s clothing without their permission, with the intention of viewing their genitals or buttocks to obtain sexual gratification, or cause the victim humiliation, distress, or alarm,
- initiation/hazing type violence and rituals (this could include activities involving harassment, abuse or humiliation used as a way of initiating a person into a group and may also include an online element.

At Liverpool Football Club Foundation we take a zero-tolerance approach to child on child abuse.

We understand the importance of challenging inappropriate behaviour between children. Our staff recognise that downplaying certain behaviours as “just banter” or “boys being boys” can lead to a culture of unacceptable behaviour, an unsafe environment for children and a culture that normalises abuse leading to children accepting it as normal and not coming forward to report it.

Child Sexual Exploitation (CSE) and Child Criminal Exploitation (CCE)

Both forms of abuse occur when an individual or group take advantage of an imbalance of power to coerce, manipulate or deceive a child into taking part in sexual or criminal activity. It may involve an exchange for something the victim needs or wants, and/or for the financial advantage or increased status of the perpetrator or facilitator and/or through violence or the threat of violence.

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CSE does not always involve physical contact; it can also occur through the use of technology.

Bullying

'Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally. Bullying can take many forms (for instance, cyber-bullying via text messages, social media or gaming, which can include the use of images and video) and is often motivated by prejudice against particular groups, for example on grounds of race, religion, gender, sexual orientation, special educational needs or disabilities, or because a child is adopted, in care or has caring responsibilities. It might be motivated by actual differences between children, or perceived differences' (DfE, 2017)

Grooming

Grooming is defined as developing the trust of an individual and/or their family for the purposes of sexual abuse, sexual exploitation, or trafficking.

Coercive Control

Coercive Control is a pattern of controlling behaviour incidents that occur over time for one individual to exert power, control, or coercion over another, e.g., restricting movements, access to money, isolating victim from family and friends.

Modern Slavery

Modern slavery encompasses human trafficking and slavery, servitude and forced or compulsory labour. Exploitation can take many forms, including sexual exploitation, forced labour, slavery, servitude, forced criminality and the removal of organs.

Female Genital Mutilation (FGM)

FGM comprises all procedures involving partial or total removal of the external female genitalia or other injury to the female genital organs.

Where children have suffered abuse and neglect, and other potentially traumatic adverse childhood experiences, this can have a lasting impact throughout childhood, adolescence and into adulthood. Please seek support.

County Lines: is a term used to describe gangs and organised criminal networks involved in exporting illegal drugs using dedicated mobile phone lines or other form of "deal line". This activity can happen locally as well as across the UK - no specified distance of travel is required. Children and vulnerable adults are exploited to move, store and sell drugs and money. Offenders will often use coercion, intimidation, violence (including sexual violence) and weapons to ensure compliance of victims.

Children can be targeted and recruited into county lines in a number of locations including any type of schools (including special schools), further and higher educational institutions, pupil referral units, children's homes and care homes.

Children are also increasingly being targeted and recruited online using social media. Children can easily become trapped by this type of exploitation. County lines gangs can

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manufacture drug debts which need to be worked off, or, threaten serious violence and kidnap towards victims (and their families) if they attempt to leave the county lines network.

Mental Health

Where children have suffered abuse and neglect, or other potentially traumatic adverse childhood experiences, this can have a lasting impact throughout childhood, adolescence and into adulthood. Trauma informed practice training is provided to those who work at LFC Foundation. It is key that staff are aware of how these children's experiences, can impact on their mental health and behaviour. In some cases, it can be an indicator that a child has suffered or is at risk of suffering abuse, neglect or exploitation. Please refer to;

- LFCF Safeguarding Officer or LFCF Safeguarding manager or
- LFC staff guides (Academy / PGA)

to review routes to escalate and clear referral and accountability systems.

Online Safety

It is essential that children are safeguarded from potentially harmful and inappropriate online material. Staff should identify, intervene in, and escalate any concerns to LFCF Safeguarding team.

The breadth of issues classified within online safety is considerable and ever evolving, but can be categorised into four areas of risk:

content: being exposed to illegal, inappropriate, or harmful content, for example: pornography, fake news, racism, misogyny, self-harm, suicide, anti-Semitism, radicalisation, and extremism.

contact: being subjected to harmful online interaction with other users; for example: peer to peer pressure, commercial advertising and adults posing as children or young adults with the intention to groom or exploit them for sexual, criminal, financial or other purposes.

conduct: online behaviour that increases the likelihood of, or causes, harm; for example, making, sending and receiving explicit images (e.g. consensual and nonconsensual sharing of nudes and semi-nudes and/or pornography, sharing other explicit images and online bullying,

and **commerce:** risks such as online gambling, inappropriate advertising, phishing and or financial scams.

Please refer to the Social Media Policy for further guidance.

Sexual Harassment

When referring to sexual harassment we mean 'unwanted conduct of a sexual nature' that can occur online and offline. When we reference sexual harassment, we do so in the context of child-on-child sexual harassment. Sexual harassment is likely to: violate a



child's dignity, and/or make them feel intimidated, degraded or humiliated and/or create a hostile, offensive or sexualised environment.

Appendix 3 – Adults – Definition and Categories of abuse as defined in The Care Act 2014

1. **Physical abuse** includes hitting, smacking, slapping, issue of medication, inappropriate methods of restraint, being locked in a room, force feeding or unlawfully depriving a person of their liberty.
2. **Sexual abuse** includes rape, indecent exposure, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography or witnessing sexual acts, indecent exposure and sexual assault or sexual acts to which the adult has not consented or was pressured into consenting.
3. **Psychological / Emotional / Mental** abuse includes threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks.
4. **Financial and material abuse** includes theft, fraud, internet scamming, coercion in relation to an adult's financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits.
5. **Neglect and act of omission** includes ignoring medical, emotional or physical care needs, failure to provide access to appropriate health, care and support or educational services, withholding the necessities of life, such as medication, adequate nutrition and heating.
6. **Discriminatory** - is abuse which centres on a difference or perceived difference particularly with respect to race, gender or disability or any of the protected characteristics of the Equality Act (2010).
7. **Organisational** - (previously known as Institutional abuse) includes, neglect and poor care practice within an institution or specific care setting such as a hospital or care home or in relation to care provided in one's own home. This may range from one off incidents to on-going ill-treatment. It can be through neglect or poor professional practice as a result of the structure, policies, processes and practices within an organisation.
8. **Modern Day Slavery** encompasses slavery, human trafficking, forced labour and domestic servitude. Traffickers use whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment.
9. **Domestic Violence** includes any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse. It includes psychological,

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physical, sexual, financial and emotional abuse. It also includes 'honour' based violence.

10. Self neglect – including hoarding – includes a wide range and covers neglecting to care for ones; personal hygiene, health and surroundings.

Hoarding which can include: Inanimate objects (commonly clothes, newspapers, books, DVDs, letters & food/packaging), Animals, Data Hoarding (in this case is described as the excessive collection & retention of any material to the point that it impedes day to day functioning).



Appendix 4 – External Contacts

If you have a concern outside of office hours, or have concerns for the safety of a child, young person or an adult at risk then please contact

- Emergency Services: [999](tel:999)
- Merseyside Police: [0151 709 6010](tel:01517096010)
- Childline: [0800 1111](tel:08001111)
- Samaritans: [116 123](tel:116123)

If concerns relate to the safety of a child, then please contact the Local Authority Safeguarding Board:

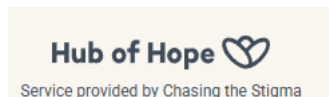
Local Authority	Contact Details
Knowsley	<ul style="list-style-type: none">• www.knowsley.gov.uk/residents/care/raise-concerns-about-a-child• 0151 443 2600
Liverpool	<ul style="list-style-type: none">• www.liverpool.gov.uk/children-and-families/childrens-social-care/keeping-children-safe/children-at-risk/• 0151 233 3700
St Helens	<ul style="list-style-type: none">• www.sthelens.gov.uk/a-to-z/safeguarding-children/• 0345 0500 148
Sefton	<ul style="list-style-type: none">• www.sefton.gov.uk/safeguardingchildren• 0151 934 3555
Wirral	<ul style="list-style-type: none">• www.wirral.gov.uk/health-and-social-care/childrens-social-care/report-child-risk• 0151 606 2008



National organisations

Mental Health / Bereavement	<ul style="list-style-type: none"> Samaritans – 116 123 Papyrus – teenage suicide / mental health - 0800 068 4141 NSPCC – Childline – 0800 1111 www.childhoodbereavementnetwork.org.uk
Domestic Violence	<ul style="list-style-type: none"> National Domestic Violence Hotline.... Freephone 0808 2000 247
Alcohol and Drugs	<ul style="list-style-type: none"> Alcoholics Anonymous – 0800 917 7650 Talk to FRANK – 0300 123 6600
E Safety	<ul style="list-style-type: none"> Think you Know - www.thinkuknow.co.uk/parents/ Childnet - www.childnet.com/blog/keeping-children-happy-and-safe-online-during-covid-19 EsaferMatters.com Young Minds - 0808 802 554
Loneliness	<ul style="list-style-type: none"> Age UK – 0800 678 1602 Samaritans - 116 123 MIND – www.mind.org.uk
Poverty - Food Poverty, Claiming Benefits, Debt Advice	<ul style="list-style-type: none"> Foodbanks – google your local ones or The Trussell Trust – 0808 208 2138 Citizens Advice for benefits – 0345 404 0506 Step Change – for Debt advice – stepdebtsupport.co.uk https://www.fuelbankfoundation.org/

Hub of Hope national mental health database, brings help and support together in one place, with a focus on mental health.



Access via this link; [Mental Health Support Network provided by Chasing the Stigma | Hub of hope](#)

Hub of Hope is for everyone and anyone. We all have mental health, so we all need to know the routes to support.

The Hub of Hope is not restricted by age or gender.

The hub of hope is available to anybody at hubofhope.co.uk and is a free, downloadable app on iOS and Android devices. Once you have downloaded the app, the user can filter by category of service and postcode.



Appendix 5 - Oversight and Management of Safeguarding

LFC Foundation safeguarding policy and procedures include responsibility for oversight and management of safeguarding and lines of accountability for safeguarding matters. This includes:

- (a) the Board's ultimate responsibility for leadership and oversight of safeguarding - LFC Foundation trustees
 - (b) a designated Trustee with leadership responsibility for LFC Foundations safeguarding arrangements - Vicky Gowan
 - (c) the Head of LFC Foundation responsible for ensuring that appropriate arrangements are in place for the day-to-day management of safeguarding - Matt Parish (CEO) delegated to Katie Ellis Carrigg (Head of Partnerships)
 - (d) a Designated Safeguarding Officer (DSO) responsible for leading on the implementation of LFC Foundation's safeguarding arrangements and for raising safeguarding awareness within LFC Foundation who, in respect of their safeguarding responsibilities, has direct access to the designated Trustee - Lorna Duckworth (DSL Foundation/ETC) There are also Safeguarding officers that oversee all programmes.
 - (e) the responsibilities of heads of teams and other management roles - Stephen Hale (LFC Foundation DSM)
 - (f) the responsibilities of all staff and volunteers - All Staff and volunteers as stated in their job description or volunteer description.
 - (g) (g) the expectation that everyone will work together to ensure there is a collaborative, cohesive, multidisciplinary approach to promoting and protecting the safety, welfare and wellbeing of children and adults at risk
- All Staff and volunteers as stated in their job description or volunteer description.



Safeguarding Policy for LFC Foundation

Appendix 6 - Management of Safeguarding incidents

LFC Foundation safeguarding policy and procedures make specific provision for the management of safeguarding incidents including concerns, complaints and allegations against staff, volunteers, and Trustees (including low-level concerns). This includes:

- (a) setting out the duty of care owed to Beneficiaries. (See LFC Foundation Safeguarding Structure in appendix 1).
- (b) allocation of responsibility for the oversight and management of safeguarding incidents - The LFC Foundation Designated Safeguarding Officers and LFC Foundation Safeguarding Manager oversee and manage cases.
LFC Foundation Designated Safeguarding Lead oversee all LFC Foundation/ETC cases, and will triage, review and submit a rationale for closure.
LFC Foundation Designated Safeguarding Lead liaises with LFC Director of Safeguarding to Lead Staff cases.
- (c) an impartial investigation process for dealing with safeguarding concerns
LFC Foundation DSL and Director of Safeguarding use a triple lock system which involves, suggesting closure, reviewing the case and agreeing to a case closure. A collective decision will be taken when making an external referral.
- (d) procurement of external and/or independent expertise as necessary - An independent Safeguarding consultant / LADO's / Premier League and F.A. Safeguarding Leaders will be contacted for advice when deemed necessary.
- (e) thorough record keeping demonstrating that all concerns raised have been taken seriously and dealt with in accordance with the applicable policy and procedures -
LFC Foundation use a case management system called My Concern which documents the case along a time line of events. Please refer to LFC Foundation recording policy.
- (f) provision of support for individuals affected by or reporting concerns and for those subject to a concern or allegation - Appropriate policies will be followed to support individuals involved in a case. The case will be logged on My Concern and the DSL will oversee the case to ensure that all signposting and relevant policies are utilized to support all involved.
- (g) communication with stakeholders, including the parties affected by the incident, about the process and outcome - The case leader will communicate with all parties involved in a case, all of which will be logged on My Concern.
- (h) consequences for breaches, including disciplinary procedures and dismissals
LFC Foundation will follow internal policies including but not limited to; Allegations Policy, Low Level Concerns Policy, Whistle Blowing Policy and Disciplinary Policy.



Appendix 7 Revision History

Version	Revision Date	Author	Summary of Changes
4	14 th December 2023	Nicola Fryer Emma Higgins	Adult at risk replaces the term vulnerable adult throughout the policy. Section 2 – Premier League definition and Children's Act added. Section 5 – KCSIE (2023) definitions added. Addition of child on child abuse and FGM. Section 8 – Addition of consent and Privacy Policy link.
			Appendix 1 – Addition of Lorna Duckworth as DSL. Appendix 2 - Addition of LFC Foundation DSL, Recording Policy and Low Level Concerns Policy.
	14 th December 2023	Nicola Fryer (Director of Safeguarding)	Approved by the LFC Foundation Board of Trustees
5	16 th April 2024	Nicola Fryer (Director of Safeguarding)	LFC Foundation Emerging Talent Centre added to ensure compliance with PGAAC.
5	25 th September 2024	Nicola Fryer (Director of Safeguarding)	No changes. Trustees signed off continuation of policy whilst reviews are ongoing due to no major changes in KCSIE 2024
6	31 st January 2025	Nicola Fryer (Director of Safeguarding)	Approved by the LFC Foundation Board of Trustees 12 February 2025 Changes as a result of KCSIE (2024) and LFC Foundation annual review process. Section 2 - What is Safeguarding? Is split into children and adults sections with definitions of each. Working Together (2023) definition of safeguarding replaces Children's Act (1989) definition. Section 3 – Subsections include children, adults at risk of harm and other vulnerable people.

SAFEGUARDING

LFC Foundation Safeguarding Policy



			<p>Section 4 – Title changed to Safeguarding at LFC Foundation</p> <p>Section 5–Categories of abuse listed for children and adults with definitions moved to appendices.</p> <p>Section 6 – KCSIE (2024) definition of radicalisation and extremism added</p> <p>Section 7 – Recruitment and Training separated with more detail, and due diligence added following feedback from annual review.</p> <p>Section 8 – title change to Data Protection and Information Sharing containing new information.</p> <p>Section 9 – LFC Safeguarding Team – Information added to role of DSL and Safeguarding manager.</p> <p>Section 10 – Asking for Help changed to Reporting concerns about a child or adult. New reference to LFCF Recording Policy.</p> <p>Section 11 – Low level Concerns and Allegations. New content refers to Recording policy, Allegations and Low Level Concerns and how to report.</p> <p>Appendix 1 – children – Categories of abuse definitions</p> <p>Appendix 2 – Additional Safeguarding categories of abuse</p> <p>Appendix 3 Adults – Definition and Categories of abuse as defined in The Care Act 2014</p> <p>Appendix 4 – External contacts</p> <p>Appendix 5 – previously appendix 1. Addition of Vicky Gowan as Safeguarding trustee</p> <p>Appendix 6 previously appendix 2. Clarification or role of DSL and Safeguarding Manager.</p> <p>Appendix 7 – Revision history moved.</p>
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