

SAFEGUARDING POLICY

Babigloo Music for Babies CiC

Last Updated 26/01/26

Babigloo exists to improve the mental health and wellbeing of families with young babies, through music making. We deliver non-verbal music sessions to parents and babies 0-12 months in 8-week programmes across Dorset, in Family Hub settings.

Designated Safeguarding Lead (DSL):

Jenny Gordon, Co-Director

Email: safeguarding@babigloo.co.uk or jenny@babigloo.co.uk

Tel: 077515 25200

If Jenny is unavailable or implicated in a concern you should contact:

Colin Phillimore (Co-Director) colin@babigloo.co.uk

Tel: 07885535676

Email: colin@babigloo.co.uk

This document is for everyone:

- **Parents attending Babigloo sessions**
- **Babigloo Music Leaders**
- **Babigloo Guest musicians**
- **Babigloo Directors**
- **Administrator**
- **Partners**

The Aim of our Guidelines and Procedures is to protect everyone involved in Babigloo from harm

Babigloo is committed to creating and maintaining the safest possible environment for children and young people. We aim to do this by embedding safeguarding within our culture as a proactive approach for everyone involved in the organisation.

We work with our key partners in local authority Children's Centres, Family Hubs, Libraries Community venues and Arts Centres and work in collaboration with LA's Safeguarding policies and procedures, including the current S19 safeguarding audit action plan compliance (January 2026).

- To ensure that those children who attend Babigloo, and any other children/young people who may come to the attention of Babigloo, receive the protection and support they need if they are at risk of abuse
- These procedures (and our Good Practice guidelines) provide clear direction to staff and helpers/volunteers at Babigloo to know how to raise any concerns that a child or adult is in need of protection or how to 'Whistleblow' about a member of staff.



- Safeguarding is everyone’s responsibility and all staff who, during the course of their employment, have direct or indirect contact with children and young people, or who have access to information about them, have a responsibility to safeguard and promote the welfare of children and young people.
- Government safeguarding guidance makes it clear that it is a shared responsibility and depends upon effective joint working between agencies and professionals. Babigloo will work with Family Hubs and related Localities to ensure that our policies dovetail with the Family Hubs Safeguarding Policy and we will adhere to their policies too.

Safeguarding Children and Young People - Definition

A child is “anyone who has not yet reached their 18th birthday”.

‘Children’ therefore means ‘children and young people’ throughout. The fact that a child has reached 16 years of age, is living independently or is in further education, is a member of the armed forces, is in hospital or in custody in the secure estate for children and young people, does not change their status or entitlement to services or protection under the Children Act 1989.

Babigloo aims to ensure that children achieve the five outcomes for Children that are identified in the Children Act 2004, which are to: -

- Be Healthy – physical and mental health and emotional well-being
- Stay Safe – prevention and protection from harm and neglect
- Enjoy and Achieve – education, training and recreation
- Make a positive contribution to society
- Achieve Economic and Social wellbeing

Recognising the Different Types of Abuse

It is important to note that this is not an exhaustive list of indicators and that any concerns about an adult or child should be reported immediately to Babigloo’s DSL in line with the procedure at point 2 below: **2. Procedure for Dealing with and Reporting a Concern**

The **Babigloo Designated Safeguarding Lead (DSL)** is:

Jenny Gordon Tel: 077515 25200 or safeguarding@babigloo.co.uk

Type of abuse	Signs/Indicators
<p>Physical abuse is an individual's body being injured or hurt due, for example, to assault, hitting, slapping or pushing. It can also be the wrong use of restrictive practices.</p> <p>Examples could be the misuse of medication or using inappropriate restraint such as locking someone in a room, tying them to a chair or using inappropriate physical sanctions.</p>	<p>Injuries that are unexplained or haven't been treated. There could be a number of injuries of different ages and in different places. The injury does not match the explanation.</p> <p>Examples include:</p> <ul style="list-style-type: none"> • Broken bones • Bruises • Unexplained loss of clumps of hair • Bite, burn or scald marks.

<p>Domestic violence is any incident of threatening behaviour, violence or abuse (as listed) between adults who are or have been intimate partners or family members, regardless of gender or sexuality. It also includes so-called 'honour-based' violence. Under the Adoption & Children Act 2002 – the definition of “harm” also includes domestic violence.</p>	<p>Signs of domestic violence can be any of those relating to the different types of abuse or neglect that can occur in any incident.</p> <p>Witnessing Domestic Violence causes “harm” – signs would be similar to Psychological Abuse (see below).</p>
<p>Modern slavery – this encompasses slavery, human trafficking, and forced labour and domestic servitude. Traffickers and slave masters use whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment.</p>	<ul style="list-style-type: none"> • Signs of physical or psychological abuse, malnourished or unkempt, appearing withdrawn • Rarely allowed to travel on their own, seem under the control and influence of others, rarely interact or appear unfamiliar with their neighbourhood or where they work • Few or no personal belongings or documents • They avoid eye contact; appear frightened or hesitant to talk to strangers and law enforcers.
<p>Sexual abuse is when a person becomes involved in sexual relationships or activities that they do not want to be involved in. They may have said that they do not want to be involved or they may be unable to give consent.</p> <p>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 to.</p>	<ul style="list-style-type: none"> • Pain, sores and bruising around the inner thighs and genital, anal or breast areas • Bloodstained underwear • Pain and discomfort when walking or sitting • Sexually transmitted infections and pregnancy are indicators for sexual activity and can indicate abuse if the person does not have the capacity to provide consent (age of consent).
<p>Neglect is also known as the 'omission to act' or 'failure to act'. It is a failure to meet the basic needs of the individual.</p> <p>It includes ignoring medical, emotional or physical care needs, failure to provide access to appropriate health, care and support or educational services and the withholding of the necessities of life, such as medication, adequate nutrition and heating.</p>	<p>Indicators of neglect by others and self- neglect are similar. They include:</p> <ul style="list-style-type: none"> • Malnutrition • Dehydration • Bedsores • Dirty clothing / inappropriate clothing • Failure to treat ill health / attend dental appointments / leave someone in pain

<p>Psychological abuse results in a person feeling worthless, unloved or uncared for. It includes emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, cyber bullying, isolation or unreasonable and unjustified withdrawal of services or supportive networks.</p>	<ul style="list-style-type: none"> • Anxiety • Lack of confidence • Low self-esteem • Disturbed sleep.
<p>Discriminatory abuse refers to an individual or group being treated unequally because of characteristics identified in the Equality Act 2010. It involves ignoring a person's values, beliefs and culture and includes forms of harassment, slurs or similar treatment because of race, gender and gender identity, age, disability, sexual orientation or religion.</p>	<ul style="list-style-type: none"> • Poor service that does not meet the person's needs • Verbal abuse and disrespect • Exclusion of people from activities and/or services.
<p>Organisational abuse happens where services provided are focused on the needs of the organisation. For example, not providing choice over meal times or when someone can go to bed because this is easier for the organisation. It 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.</p> <p>This may range from one-off incidents to ongoing ill-treatment. It can be through neglect or poor professional practice as a result of the structure, processes, policies and practices of the organisation.</p>	<p>Can refer to a school, residential setting, foster home etc.</p> <ul style="list-style-type: none"> • Poor care standards • Rigid routines • Lack of staff learning, development and support.

Who is at risk from harm at Babigloo?

Parents with young babies

Babies Aged 0-12 months

Babigloo Music Leaders and musicians working with parents and babies.

For information on the types of abuse to watch for please see: [NSPCC-Keeping Children Safe](#)



The parents we work with face the following issues:

Low Income – Economic hardship	Rural isolation – Dorset, distance from services and access to support
Mental ill health – specifically post-natal depression, anxiety	Cultural Differences, new to the country/ Asylum seekers and Minority groups.
Living Situation – issues at home: alcoholism, drug use domestic violence	Inexperience – new parents, parents of a child with a disability
Cost of Living crisis, accessing food banks	Geographically specific challenges such as County Lines drug issues in the Shaftesbury area.

How we protect everyone at Babigloo from harm:

A Health and Safety and Risk Assessment

- Risk assessment for all activities including a pre-delivery visit and discussion with venue staff where possible (to include the venue's Safeguarding Policies. This is shared with all staff.
- Review of safety of props and instruments used by adults and parents – ongoing daily responsibility for all staff to report any issues with broken, unsafe props or instruments. Props cleaned between each session. Verbal instruction clear if prop is for parent or baby.

Safer recruitment

- Meetings with Family Hub prior to programmes starting to include discussions on how their Safeguarding will dovetail with ours and procedures for reporting concerns.
- Initial meetings with prospective freelancer leaders and musicians discussing the individual's job history
- taking up of references and discussion with referee if felt necessary
- DBS check to the highest possible level, check all team members DBS status (every 2 years)
- Induction training for all new leaders to include familiarisation with the Safeguarding Policy and Procedures, shadowing of leaders for a full 8 weeks to learn the programme, induction into the Babigloo app, Paediatric First Aid offered, Risk Assessment shared with new leaders, and their attendance required at quarterly staff days.
- Babigloo First Aid Grab bags mandatory at every session, used by First Aid trained leaders.
- No Staff work alone, delivery always done in pairs.
- Protecting staff and supervision through 1:1 sessions and quarterly staff development days where issues are raised, discussed and practice developed. Information shared on Safeguarding, what to watch for and up to date
- Safeguarding concerns for different areas shared with staff so they know what to watch out for
- Regular drop ins to observe staff working
- The Co-Directors will attend Safeguarding Level 3 updates every two years.
- Paediatric First Aid Training will be offered to all Music Leaders every two years.

We recognise that safeguarding is an ongoing process and encourage our team to develop appropriate '**Professional Curiosity**' where relevant report any concerns.

REMEMBER:

Safeguarding is a continuous process - significant changes in the working environment requires a re-assessment of the work



Online/ social media: procedure and working protection

Babigloo has an active online presence providing regular posts to celebrate our work and engage existing participants and new parents on Facebook and Instagram and filmed Babigloo leaders sessions stored on YouTube.

- The Co-Directors will monitor social media posts and related comments and report any concerns to the DSL.
- Participants permissions for photographs and/or filming is always sought prior to each programme or event. Images are held for 3 years and then deleted.
- Participants can withdraw film/photo permission at any time by emailing safeguarding@babigloo.co.uk

1. In the event of a First Aid event/emergency:

If the child is in immediate danger or they need emergency medical attention the wellbeing of the child is paramount. Permission to administer First Aid must be sought from the parent. Ask someone to go and find the First Aider for that venue.

**Stay with the child/parent: Call the Police/Ambulance as appropriate, phone 999
Follow Emergency First Aid Procedure**

Support the parent and if at a Family Hub involve the worker/ DSL of the venue. If at an external venue inform the staff member on duty.

If for whatever reason the parent/or responsible adult is not present - they should be informed immediately after emergency First Aid is administered.

**When safe to do so Call Jenny Gordon, Babigloo DSL Tel: 077515 25200
and inform her.**

2. Procedure for Dealing with and Reporting a Concern

Babigloo would like to empower all staff and participants to speak up about any concern no matter how big or small. Everyone at Babigloo has a voice, we set out below who you should contact and what procedure to follow if you have a concern.

The concern could be anything that puts an adult or child at risk of harm. Types of concern: **Physical Abuse, Emotional Abuse, Self Neglect or neglect of others, Sexual Abuse, Bullying, Financial, Verbal Abuse, Discrimination, Cyber (online Abuse), Radicalisation.**

If an incident involving an adult occurs or there is a concern about an adult at a Babigloo Session then follow the procedure in the boxes below.

If the person at the centre of the allegation is working with children:

Sensitively remove the person from direct contact with children.

Inform the venue's own Safeguarding DSL and also call Jenny Gordon, Babigloo DSL Tel: 077515 25200 and inform her.

Explain to the person: tell them they will be given more information later and that the DSL will contact them.

Encourage them to go home.

If you would like to report a Concern

All concerns about an adult or child should be reported immediately to Babigloo's DSL:

Jenny Gordon Tel: 077515 25200 or safeguarding@babigloo.co.uk

Jenny will lead on investigating, including making a decision about and carrying out any necessary referrals (including but not limited to DBS, LADO, Police or social services) as soon as possible or within three working days.

The DSL may also work closely with the venues DSL in coordinating the investigation.

A plan to manage any further risk posed will be put in place until the outcome of the other investigations and enquiries is known.

Any incident will prompt a review of risk assessments and staff training by the DSL.

IF the concern is involving Jenny Gordon the DSL, then please report your concern to:

Co-Director Colin Phillimore Tel: 07885 535676 or Colin@babigloo.co.uk

Dealing with a criminal offence

The DSL and any other representative from Babigloo should cooperate fully with any discussion involving the police and should ask for similar cooperation from the police in terms of the sharing of information relevant to the person's employment.

Discussions with the police should also explore whether there are matters that can be acted on in a disciplinary process while the criminal investigation takes place, or whether disciplinary action must wait until the criminal process is completed.

Talking to parents about a concern

If the child/young person's parents/carers do not already know about the concern, the DSL and the LADO will discuss how they should be informed and by whom.

Talking to the person who is the subject of the concern

The person at the centre of the concern will be informed as soon as possible after the initial consultation with the LADO, police and children's social care.

Limited information should be given to the person in question until the investigating authorities indicate that more information can be disclosed. Babigloo's DSL will keep in close communication with the LADO and the other agencies involved in order to manage the disclosure of information appropriately.

Managing risk and supporting the person at the centre of the concern

- The first priority of Babigloo must always be the safety and welfare of children. However, as an employee or helper/volunteer, the person who is the subject of the concern has a right to be treated in a fair, sensitive and non-judgmental manner and to have their privacy respected as far as this ensures the safety of the child and other children.



- Information about the allegation must only be shared on a need to know basis with those directly responsible for supervising and managing the staff member or volunteer. Any other information (for example, explanations to other helpers/volunteers or staff members as to why the person is not at work or working to different arrangements) should be agreed and negotiated with the individual concerned.

Keeping a record of the investigation

- All those involved in dealing with the allegation will keep clear notes of the allegations made, how they were followed up and any actions and decisions taken, together with the reasons for these
- These notes should be compiled gradually as the situation unfolds, with each entry being made as soon as possible after the event it describes. The notes should be signed and dated by the person making them, and the person's name should be printed alongside. The notes should be kept confidentially and password protected on the file of the person who is the subject of the allegation.
- The notes will be held on file for a 10-year period, whether or not the person remains with Babigloo for this period.

This safeguarding policy should be read in conjunction with other relevant Babigloo policies:

Safeguarding Good Practice Guidelines

Inclusion, Diversity, Equality and Access

Safer Recruitment

GDPR - Data Protection

Environmental

Complaints



Links

Our guidelines provide a brief introduction, a description of the key issues we will adhere to and an example policy. The documents are not comprehensive and do not constitute legal advice.

As part of the Dorset Family Hub Network Babigloo adheres to the [Dorset Safeguarding Children Partnership](#) where full procedures are outlined.

As a major funder we are supported through the **Youth Music National Charity Safeguarding** [Youth Music Safeguarding Policy 2025](#)



This procedure is consistent with the government guidelines set out in the [Working Together to Safeguard Children Guidelines 2023](#).

REMEMBER:

Safeguarding is a continuous process - significant changes in the working environment requires a re-assessment of the work