



# Safeguarding Children and Child Protection Policy

## Policy statement

Little Cherries will work with children, parents and the community to ensure the rights and safety of children and to give them the very best start in life. Our Safeguarding Policy is based on the three key commitments of the Pre-school Learning Alliance Safeguarding Children Policy.

## Procedures

Little Cherries carry out the following procedures to ensure we meet the three key commitments of the Pre-school Learning Alliance Safeguarding Children Policy which incorporates responding to child protection concerns.

### ***Key commitment 1***

We are committed to building a 'culture of safety' in which children are protected from abuse and harm in all areas of our service delivery.

- **Our designated person (a member of staff) who co-ordinates child protection issues is:**

**Anita Yates**

- The following member of staff has also received the Designated Person training:

**Dawn Sheehan**

- Our designated officer (a member of the management committee) who oversees this work is:

**Caroline Bane**

- When the setting is open but the designated person is not on site, a suitably trained deputy is available at all times for staff to discuss safeguarding concerns.
- The designated person, the suitably trained deputy and the designated officer ensure they have relevant links with statutory and voluntary organisations with regard to safeguarding.
- The designated person (and the person who deputises for them) understands Local Safeguarding Children Board (LSCB) safeguarding procedures, attends relevant LSCB training at least every two years and refreshes their knowledge of safeguarding at least annually.
- We ensure all staff are trained to understand our safeguarding policies and procedures and that parents and committee members are made aware of them too.

- All staff have an up-to-date knowledge of safeguarding issues, are alert to potential indicators and signs of abuse and neglect and understand their professional duty to ensure safeguarding and child protection concerns are reported to the local authority children's social care team or the NSPCC. They receive updates on safeguarding at least annually.
- All staff are confident to ask questions in relation to any safeguarding concerns and know not to just take things at face value but can be respectfully sceptical.
- All staff understand the principles of early help (as defined in *Working Together to Safeguard Children*, 2015) and are able to identify those children and families who may be in need of early help and enable them to access it.
- All staff understand LSCB thresholds of significant harm and understand how to access services for families, including for those families who are below the threshold for significant harm.
- All staff understand how to escalate their concerns in the event that they feel either the local authority and/or their own organisation has not acted adequately to safeguard.
- All staff understand what the organisation expects of them in terms of their required behaviour and conduct, and follow our policies and procedures on positive behaviour, online safety (including use of mobile phones), whistleblowing and dignity at work.
- Children have a key person to build a relationship with, and are supported to articulate any worries, concerns or complaints that they may have in an age appropriate way.
- All staff understand our policy on promoting positive behaviour and follow it in relation to children showing aggression towards other children.
- All staff have an up-to-date knowledge of safeguarding issues and are required to attend basic child protection training every 3 years.
- Adequate and appropriate staffing resources are provided to meet the needs of children.
- Applicants for posts within the setting are clearly informed that the positions are exempt from the Rehabilitation of Offenders Act 1974.

- Enhanced criminal records and barred lists checks and other suitability checks are carried out for staff and volunteers prior to their post being confirmed, to ensure that no disqualified person or unsuitable person works at the setting or has access to the children.
  
- Under Section 75 of the Childcare Act, 2006 individuals are disqualified from childcare provision if they have committed certain specified offences. Staff may also be disqualified “by association” if they are living or working in the same household as a person who is disqualified. This applies to any member of staff employed in early years childcare (up to the age of 5) or later years childcare (up to the age of 8) in nursery, primary or secondary school settings or the management of such settings. Staff are required to sign a self-declaration form to confirm that they are not “disqualified by association”. A record of self-declaration is kept by Little Cherries.
  
- Where applications are rejected based on information disclosed, applicants have the right to know and to challenge incorrect information.
  
- Enhanced criminal records and barred lists checks are carried out on anyone else working on the premises (e.g. cleaning staff) by Bewick Bridge Community Primary School.
  
- Volunteers must:
  - be aged 17 or over;
  - be considered competent and responsible;
  - receive a robust induction and regular supervisory meetings;
  - be familiar with all the settings policies and procedures;
  - be fully checked for suitability if they are to have unsupervised access to the children at any time.
  
- Volunteers and students do not work unsupervised.
  
- Information is recorded about staff qualifications, and the identity checks and vetting processes that have been completed including:
  - the criminal records disclosure reference number;
  - certificate of good conduct or equivalent where a UK DBS check is not appropriate;
  - the date the disclosure was obtained; and
  - details of who obtained it.
  
- All staff and volunteers are informed that they are expected to disclose any convictions, cautions, court orders or reprimands and warnings which may affect their suitability to work with children (whether received before or during their employment with us).

- All staff and volunteers are required to notify us if anyone in their household (including family members, lodgers, partners etc.) has any relevant convictions, cautions, court orders, reprimands or warnings or has been barred from, or had registration refused or cancelled in relation to any childcare provision or have had orders made in relation to care of their children.
- We notify the Disclosure and Barring Service of any person who is dismissed from our employment, or resigns in circumstances that would otherwise have led to dismissal for reasons of a child protection concern.
- Procedures are in place to record the details of visitors to the setting.
- Security steps are taken to ensure that we have control over who comes into the setting so that no unauthorised person has unsupervised access to the children.
- Steps are taken to ensure children are not photographed or filmed on video for any other purpose than to record their development or their participation in events organised by us. Parents sign a consent form and may request access to records holding visual images of their child.
- Any personal information is held securely and in line with data protection requirements and guidance from the ICO.
- The designated person in the setting has responsibility for ensuring that there is an adequate online safety policy in place.
- We keep a written record of all complaints and concerns including details of how they were responded to.
- We ensure that robust risk assessments are completed, that they are seen and signed by all relevant staff and that they are regularly reviewed and updated, in line with our health and safety policy.
- The designated officer will support the designated person to undertake their role adequately and offer advice, guidance, supervision and support.
- The designated person will inform the designated officer at the first opportunity of every significant safeguarding concern, however this should not delay any referrals being made to children's social care, the Local Authority Designated Officer (LADO), Ofsted or Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (Riddor).
- Our external premises are monitored by the Bewick Bridge Community Primary School CCTV cameras.

### ***Key commitment 2***

We are committed to responding promptly and appropriately to all incidents or concerns of abuse that may occur and to work with statutory agencies in accordance with the procedures that are set down in 'What to do if you're worried a child is being abused' (HMG March 2015) and the Care Act 2014.

### ***Responding to suspicions of abuse***

- We acknowledge that abuse of children can take different forms - physical, emotional, and sexual, as well as neglect and cybercrime.
- We are also aware of peer on peer abuse and would make reference to our Behaviour Policy and our Children's Rights and Entitlements Policy.
- We are aware of other factors that affect children's vulnerability such as, abuse of children with special educational needs and/or disabled children, plus inequalities of race, gender, language, religion, sexual orientation or culture; fabricated or induced illness; child abuse linked to beliefs in spirit possession; sexual exploitation of children, such as through internet abuse; and Female Genital Mutilation; and that these receive full consideration in relation to child, young person or vulnerable adult protection.
- When children are suffering from physical, sexual or emotional abuse, or experiencing neglect, this may be demonstrated through:
  - significant changes in their behaviour;
  - deterioration in their general well-being;
  - their comments, which may give cause for concern, or the things they say (direct or indirect disclosure);
  - changes in their appearance, their behaviour, or their play;
  - unexplained bruising, marks or signs of possible abuse or neglect; and
  - any reason to suspect neglect or abuse outside the setting.
- We are aware of the 'hidden harm' agenda concerning parents with drug and alcohol problems and consider other factors affecting parental capacity and risk, such as social exclusion, domestic violence, radicalisation, mental or physical illness and parent's learning disability.
- We are aware that children's vulnerability is potentially increased when they are privately fostered and when we know that a child is being cared for under a private fostering arrangement, we inform our local authority children's social care team.
- We are prepared to take action if we have concerns about the welfare of a child who fails to arrive at a session when expected. The designated person will take immediate action to contact the child's parent to seek an explanation for the child's absence and be assured that the child is safe and well. If no contact is made with the child's parents and the designated person has reason to believe that the child is at risk of significant harm, the relevant professionals are contacted immediately and LSCB procedures are followed. If the child has current involvement with social care the social worker is notified on the day of the unexplained absence.

## ***Prevention of Radicalisation***

- In relation to radicalisation and extremism, we follow the Prevent Duty guidance for England and Wales published by the Home Office and LSCB procedures on responding to radicalisation.
- The designated person completes online Channel training, online Prevent training and attends local Workshop to Raise Awareness of Prevent (WRAP) training where available to ensure they are familiar with the local protocol and procedures for responding to concerns about radicalisation.
- We are aware of the mandatory duty that applies to teachers, including early years practitioners, and health workers to report cases of Female Genital Mutilation to the police.
- We also make ourselves aware that some children and young people are affected by gang activity, by complex, multiple or organised abuse, through forced marriage or honour based violence or may be victims of child trafficking. While this may be less likely to affect young children in our care, we may become aware of any of these factors affecting older children and young people who we may come into contact with.
- Where we believe that a child in our care or that is known to us may be affected by any of these factors we follow the procedures below for reporting child protection concerns and follow the LSCB procedures.
- Where such evidence is apparent, the child's key person makes a dated record of the details of the concern and discusses what to do with the member of staff who is acting as the 'designated person'. (See *'Recording suspicions of abuse and disclosures'*, below). The information is stored in a confidential file.
- In the event that a staff member or volunteer is unhappy with the decision made of the designated person in relation to whether to make a safeguarding referral they must follow escalation procedures.
- Little Cherries refer concerns to the local authority children's social care team and co-operate fully in any subsequent investigation. NB In some cases this may mean the police or another agency identified by the LSCB.
- We take care not to influence the outcome either through the way we speak to children or by asking questions of children.
- We take account of the need to protect young people aged 16-19 as defined by the Children Act 1989. This may include students or school children on work placement, young employees or young parents. Where abuse is suspected we follow the procedure for reporting any other child protection concerns. The views of the young person will always be taken into account, but the setting may override the young person's refusal to consent to share information if it feels that it is necessary to prevent a crime

from being committed or intervene where one may have been, or to prevent harm to a child or adult. Sharing confidential information without consent is done only where not sharing it could be worse than the outcome of having shared it.

- All staff are also aware that adults can also be vulnerable and know how to refer adults who are in need of community care services.
- We have a whistleblowing policy in place.
- Staff/volunteers know they can contact the organisation Public Concern at Work for advice relating to whistleblowing; if they feel that the organisation has not acted adequately in relation to safeguarding they can contact the NSPCC whistleblowing helpline.

### ***Recording suspicions of abuse and disclosures***

- Where a child makes comments to a member of staff that give cause for concern (disclosure), or a member of staff observes signs or signals that give cause for concern, such as significant changes in behaviour; deterioration in general well-being; unexplained bruising, marks or signs of possible abuse or neglect; that member of staff :
  - listens to the child, offers reassurance and gives assurance that we will take action;
  - asks the child open ended questions like, "what", "how", "when", to establish more information
  - is clear with the child that they cannot promise to keep secrets; and
  - uses the 'Logging a concern' form to make a written, objective record of the observation or disclosure that includes:
    - the date and time of the observation or the disclosure;
    - the exact words spoken by the child as far as possible;
    - the name of the person to whom the concern was reported;
    - the names of any other person present at the time; and
    - any action taken.
- These records are signed and dated and kept in a confidential file, which is kept securely.
- The member of staff acting as the 'designated person' is informed of the issue at the earliest opportunity, and within one working day.
- Where the Local Safeguarding Children Board stipulates the process for recording and sharing concerns, we include those procedures alongside this procedure and follow the steps set down by the LSCB.

### ***Making a referral to the local authority children's social care team***

- If the child is at immediate risk of harm, Cambridgeshire Direct Contact Centre will be called to make a referral on **0345 045 1362** (professional line) **0345 045 5203** (public line). This telephone referral must be followed up with a written referral within 48 hours using the 'Referral to Cambridgeshire Children's Social Care' form available from the website: **[www.cambslscb.gov.uk/lscb](http://www.cambslscb.gov.uk/lscb)**
- When the child about whom there have been child protection concerns (whether subject to a child protection plan or not) leaves Little Cherries or transfers to school, the child's child welfare file will be transferred to the receiving school or setting using the following protocol:

- The file will be marked 'confidential, addressee only' and sent to the Designated Person, if known, of the receiving setting or school. The file will be delivered by hand if possible; otherwise sent by recorded delivery.
  - Little Cherries will contact the receiving setting/school by telephone to make them aware that there is a child welfare file and, once sent, ask them to confirm as soon as possible that they have received the file. The setting will keep a record that the file has been received in order to be able to identify its location.
  - If individual child welfare files cannot be transferred for any reason, the setting will contact Social Care so that an arrangement can be made to archive them for 25 years from the child's date of birth.
- Little Cherries will use the agreed County Council format as a template form for recording concerns and making a referral.
  - Little Cherries keep a copy of this document alongside the procedures for recording and reporting set down by our Local Safeguarding Children Board. This is kept in the safeguarding file in the office.

### ***Informing parents***

- Parents are normally the first point of contact. Concerns are discussed with parents to gain their view of events, unless it is felt that this may put the child at risk, or interfere with the course of a police investigation. Advice will be sought from social care if necessary.
- Parents are informed when we make a record of concerns in their child's file and that we also make a note of any discussion we have with them regarding a concern.
- If a suspicion of abuse warrants referral to social care, parents are informed at the same time that the referral will be made, except where the guidance of the LSCB does not allow this, for example, where it is believed that the child may be placed at risk.
- This will usually be the case where the parent is the likely abuser. In these cases the social workers will inform parents.
- If there is a possibility that advising a parent beforehand may place a child at greater risk (or interfere with a police response) the designated person should seek advice from children's social care, about whether or not to advise parents beforehand, and should record and follow the advice given.

### ***Liaison with other agencies***

- We work within the Local Safeguarding Children Board guidelines.
- The current version of 'What to do if you're worried a child is being abused' available for parents and staff (displayed on the notice board in the corridor and a copy is kept in the safeguarding file in the office). All staff are familiar with what they need to do if they have concerns.
- We have procedures for contacting the local authority regarding child protection issues, including maintaining a list of names, address and telephone numbers of social workers, to ensure that it is easy, in any emergency, for the setting and children's social care to work well together. These procedures are displayed in the corridor.
- We notify Ofsted of any incident or accident and any changes in our arrangements which may affect the well-being of children or where an allegation of abuse is made against a member of staff (whether the allegations relate to harm or abuse committed on our premises or elsewhere). Notifications to Ofsted are made as soon as is reasonably practicable, but at the latest within 14 days of the allegations being made.

- We also will notify The Charity Commission via a Serious Incident Report of any allegation of abuse.

#### *Allegations against staff and volunteers*

- We ensure that all parents know how to complain about the behaviour or actions of staff or volunteers within the setting, or anyone working on the premises occupied by the setting, which may include an allegation of abuse.
- Working Together to Safeguard Children 2015, defines an allegation of abuse as when an adult has;
  - i) Behaved in a way that has harmed, or may have harmed, a child
  - ii) Possibly committed a criminal offence against, or related to, a child; or
  - iii) Behaved towards a child or children in a way that indicates they may pose a risk of harm to children
- We respond to any inappropriate behaviour displayed by members of staff, volunteer or any other person working on the premises, which includes:
  - inappropriate sexual comments;
  - excessive one-to-one attention beyond the requirements of their usual role and responsibilities, or
  - inappropriate sharing of images.
- We follow the guidance of the Local Safeguarding Children Board when responding to any complaint that a member of staff or volunteer within the setting, or anyone working on the premises occupied by the setting, has abused a child.
- We acknowledge that all adults, including volunteers, working within Little Cherries must be familiar with the 'Guidance for Managing Allegations of Abuse Against all Adults Working with and Looking After Children in Early Years and Childcare Settings' and that the allegations flowchart is displayed in the setting, visible to all parents/carers and adults, so that they are aware of what to do if an allegation is made.
- We respond to any disclosure by children or staff that abuse by a member of staff or volunteer within the setting, or anyone working on the premises occupied by the setting, may have taken, or is taking place, by first recording the details of any such alleged incident. Little Cherries operates a whistleblowing policy.
- We refer any such complaint immediately to Gemma Hope, The Early Years and Safeguarding Manager and the Local Authority Designated Officer (LADO) to investigate:
 

***Gemma Hope – Early Years and Safeguarding Manager – 01223 714760***

***Local Authority Designated Officer (LADO) 01223 727967***
- We also report any such alleged incident to Ofsted, as well as what measures we have taken. We are aware that it is an offence not to do this (unless advised by LADO that this is unnecessary due to the incident not meeting the threshold).
- We acknowledge that the matter must not be investigated until advice from those mentioned previously, has been sought and next steps agreed.
- We co-operate entirely with any investigation carried out by children's social care in conjunction with the police.
- Where the management team and children's social care agree it is appropriate in the circumstances, the member of staff or volunteer will be suspended for the duration of the investigation. This is not an

indication of admission that the alleged incident has taken place, but is to protect the staff, as well as children and families throughout the process.

### *Disciplinary action*

Where a member of staff or volunteer has been dismissed due to engaging in activities that caused concern for the safeguarding of children, we will notify the Disclosure and Barring Service of relevant information, so that individuals who pose a threat to children and vulnerable groups can be identified and barred from working with these groups.

### *Parents and Substance Use*

Further enquiries and/or further action will be taken when the pre-school receives reliable information about drug, alcohol or substance abuse by a child's parent/carers in the following circumstances:

- The parental misuse is regarded as problematic (i.e. multiple drug use including injection).
- A chaotic and unpredictable home environment exists which can be attributed to drug or alcohol misuse.
- Children are not being provided with acceptable or consistent levels of social and health care.
- Children are exposed to criminal behaviour.

### ***Escalation process***

- If we feel that a referral made has not been dealt with properly or that concerns are not being addressed or responded to, we will follow the LSCB escalation process.
- We will ensure that staff are aware of how to escalate concerns.

### ***Key commitment 3***

Little Cherries are committed to promoting awareness of child abuse issues throughout training and learning programmes for all staff. We are also committed to empowering young children, through our early childhood curriculum, promoting their right to be strong, resilient and listened to.

### *Training*

- Training opportunities are sought for all staff involved in the setting to ensure that they are able to recognise the signs and signals of possible physical abuse, emotional abuse, sexual abuse (including child sexual exploitation) and neglect.
- We ensure staff are aware of the local authority guidelines for making referrals.
- Designated persons receive appropriate training, as recommended by the Local Safeguarding Children Board, every two years and refresh their knowledge and skills at least annually.
- We ensure that all staff receive updates on safeguarding via emails, newsletters, online training and/or discussion at staff meetings at least once a year.
- We recognise the importance of the role of the Designated Person and ensure that she has the time and training to undertake her duties.
- We ensure that all staff know the procedures for reporting and recording any concerns they may have about the provision.

### *Planning*

- The layout of the rooms along with staff deployment allows for constant supervision of children and no child is left alone with staff or volunteers in a one to one situation without being in sight and/or hearing of other staff and volunteers.

#### *Recording existing injuries*

- If a child is found with a visible injury, we will ask parents or carers for information about the injury and record the injury using an incident form. Parents or carers will be asked to sign the record which will be kept in a confidential file.

#### *Curriculum*

- Little Cherries introduce key elements of keeping children safe into our programme to promote the personal, social and emotional development of all children, so that they may grow to be strong, resilient and actively listened to and so that they develop an understanding of why and how to keep safe.
- We create within the setting a culture of value and respect for individuals, having positive regard for children's heritage arising from their colour, ethnicity, languages spoken at home, cultural and social background.
- We ensure children know that there are adults in the pre-school whom they can approach if they are worried or in difficulty.
- We ensure that this is carried out in a way that is developmentally appropriate for the children.

#### *Confidentiality*

- All suspicions and investigations are kept confidential and shared only with those who need to know. Any information is shared under the guidance of the Local Safeguarding Children Board.
- All staff are aware that they have a professional responsibility to share information with other agencies in order to safeguard children.

#### *Supporting the child at risk*

- We recognise that children who are abused or witness violence may find it difficult to develop a sense of self-worth and trust those around them. They may feel unhappiness, humiliation and some sense of self-blame.
- We recognise some children may show signs of abusive behaviours and that these children may need to be referred on for appropriate support and intervention.
- Little Cherries will endeavour to support the child through:
  - Activities to encourage self-esteem and self-motivation.
  - Our ethos that actively promotes a positive, supportive and secure environment and values people.
  - Our behaviour policy which is aimed at supporting all children in their personal, social and emotional development (PSED). If the child is showing signs of negative behaviour all staff will agree on a consistent approach, which focuses on the behaviour of the child but does not damage the child's sense of self-worth. Staff will ensure the child knows that some behaviour is unacceptable but s/he is valued and not to be blamed for any abuse which has occurred.
  - Liaison with other agencies which support the child such as Social Care, and the Locality Teams.

- Recognition that children living in a home environment where there is domestic violence, drug or alcohol abuse are vulnerable and in need of support and protection.
- Vigilantly monitoring children's welfare, keeping records and notifying Social Care when appropriate to do so.

### *Children with Special Educational Needs and/or Additional Needs*

- We recognise that, statistically, children with behavioural difficulties and disabilities are most vulnerable to abuse. Staff that support children with complex and multiple disabilities and/or emotional and behavioural problems should be particularly sensitive to signs of abuse.
- We are aware that children who may have communication difficulties are particularly vulnerable to abuse because they may be unable to express themselves to others. Such children will often exhibit changes in behaviour or signs and symptoms of abuse recognised by staff with a good knowledge of the child.
- Where necessary, Little Cherries will provide additional training to staff to use other communication systems such as Makaton. We ensure that disabled children have access to a range of adults with whom they are familiar.
- Children with SEN and/or additional needs may require intimate care. Dependant on the individual child, staff will receive appropriate training in relation to intimate care. Staff will only carry out intimate care for a child if it is needed. Staff will encourage and support children to develop key independent self-care skills regarding intimate care.

### *Support to families*

- Little Cherries believe in building trusting and supportive relationships with families, staff and volunteers.
- We make clear to parents our role and responsibilities in relation to child protection, such as for the reporting of concerns, information sharing, monitoring of the child, and liaising at all times with the local children's social care team.
- We will continue to welcome the child and the family whilst investigations are being made in relation to any alleged abuse.
- We follow the Child Protection Plan as set by the child's social care worker in relation to the setting's designated role and tasks in supporting that child and their family, subsequent to any investigation.
- Confidential records kept on a child are shared with the child's parents or those who have parental responsibility for the child in accordance with the Confidentiality and Client Access to Records procedure and only if appropriate under the guidance of the LSCB.

### **Useful Numbers**

Multi Agency Safeguarding Hub (MASH)	0345 045 1362
Emergency Duty Team (out of hours)	01733 234724
Early Years Safeguarding Manager (Gemma Hope)	01223 714760
Early Help Hub	01480 376666
Local Authority Designated officer (LADO)	01223 727967

Ofsted	0300 123 1231
Local Safeguarding Children's Board (LSCB)	01480 373522
Early Years Safeguarding Advice Line	01223 703800
Police – Multi Agency Referral Unit	01480 847743

## Legal framework

### *Primary legislation*

- Children Act (1989 s47)
- Protection of Children Act (1999)
- The Children Act (2004 s11)
- Safeguarding Vulnerable Groups Act (2006)
- Childcare Act (2006)

### *Secondary legislation*

- Sexual Offences Act (2003)
- Criminal Justice and Court Services Act (2000)
- Equality Act (2010)
- Data Protection Act (1998)
- Childcare (Disqualification) Regulations (2009)
- Children and Families Act (2014)
- Care Act (2014)
- Serious Crime Act (2015)
- Counter-Terrorism and Security Act (2015)

## Further guidance

- Working Together to Safeguard Children (HMG, 2015)
- What to do if you're Worried a Child is Being Abused (HMG, 2015)
- Framework for the Assessment of Children in Need and their Families (DoH 2000)
- The Common Assessment Framework for Children and Young People: A Guide for Practitioners (CWDC 2010)
- Statutory guidance on making arrangements to safeguard and promote the welfare of children under section 11 of the Children Act 2004 (HMG 2008)
- Hidden Harm – Responding to the Needs of Children of Problem Drug Users (ACMD, 2003)
- Information Sharing: Guidance for Practitioners providing Safeguarding Services (DfE 2015)
- Disclosure and Barring Service: [www.gov.uk/disclosure-barring-service-check](http://www.gov.uk/disclosure-barring-service-check)
- Revised Prevent Duty Guidance for England and Wales (HMG, 2015)
- Inspecting Safeguarding in Early Years, Education and Skills Settings, (Ofsted, 2016)

## **This policy was adopted at a meeting of Little Cherries:**

Held on: 8<sup>th</sup> May 2018

Date to be reviewed: May 2019

Signed on behalf of the management committee: .....

Name of signatory: Jennie Peacock

Role of signatory (e.g. chair): Chair

