

# Child Safeguarding Policy



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## POLICY

Wildlings is a provider of nature and outdoor recreation activities for children and families. We are based in Singapore and currently operate out of a private one-acre nature space in Dempsey Hill.

At Wildlings we work with children and their carers from 12 months old, this includes children attending with organised groups. We work with children in drop-off programmes from 3.5 years old and above. We work with young people from 16 years old who may volunteer with us or work on a part-time basis. We consider our most vulnerable group of children to be our drop-off children aged from 3.5-6 years old.

At Wildlings we believe that there is nothing more important to society than the health and wellbeing of its children. All adults are responsible collectively for providing the healthy social, economic, and environmental framework needed to ensure that children thrive. We have two Child Safeguarding goals at Wildlings. The first is for all children to thrive at Wildlings, feel safe and secure from harm and be protected from abuse during their time spent with us. The second, is to respond professionally to any concerns that any person may raise about the safety or wellbeing of a child that comes into contact with Wildlings.

We will work to maintain and continually improve our child safeguarding efforts to achieve our goals.

We will:

- Review and update this policy and monitor its effectiveness.
- Implement the procedure including effective processes to achieve our goals and continually improve.
- Ensure compliance with the relevant legal requirements and other requirements to which we subscribe such as Singapore's Children and Young Person's Act (2011) and the United Nations Convention on the Rights of the Child.

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## PROCEDURE

### Definition of Child Safeguarding

Safeguarding means:

- protecting children from abuse and maltreatment
- preventing harm to children's health or development
- ensuring children grow up with the provision of safe and effective care
- taking action to enable all children and young people to have the best outcomes.

*From National Society for the Prevention of Cruelty to Children (NSPCC, UK)*

Abuse is categorised as physical abuse, sexual abuse, bullying or peer-to-peer abuse, neglect, emotional or psychological abuse.

We refer to the definitions and signs of abuse published by the NSPCC for further reading: <https://learning.nspcc.org.uk/media/1188/definitions-signs-child-abuse.pdf>

## Wildlings' Approach to Child Safeguarding

We recognize that all adults who work, volunteer, or collaborate with Wildlings have a role to play in helping us to achieve our child safeguarding goals. We will implement the following measures to ensure that we create a safe and nurturing environment in which children can thrive:

### Wildlings Staff

- Recruitment practices will ensure staff are suitable to work with children and competent for the role, i.e. teaching staff for our youngest learners will have experience with young children and nurturing personalities. Staff using high risk activities with children, such as offsite nature walks, using fires, and using tools, will be qualified Forest School Leaders, or equivalent, or advanced in their training.
- Staff will have the necessary breaks, support, leave, and flexibility to ensure that they are mentally and physically well to care for children in the outdoors.
- Staff will all undergo mandatory Child Safeguarding training provided by <https://childsafeguarding.com>. The training sets out suitable conduct around children and young people.
- All staff must be willing to undergo a criminal background check using this service: <https://eservices.police.gov.sg/content/policehubhome/homepage/certificate-of-clearance-hub.html>
- Staff work in pairs and are never responsible for children on their own unless taking children to the bathrooms (please see [Toileting Policy](#))
- Management will ensure that the necessary staff to child ratios are met for safety in the outdoors.

### Volunteers

- Volunteers will be screened during interview for their suitability to work with children.
- Volunteers will not work alone with children and will not take children to the bathrooms.
- Volunteers will take the online child safeguarding training provided by <https://childsafeguarding.com>. The training sets out suitable conduct around children and young people.
- Adult volunteers must be willing to undergo a criminal background check using this service: <https://eservices.police.gov.sg/content/policehubhome/homepage/certificate-of-clearance-hub.html> .

### Third Party Collaborations

- Collaborators will be legally entitled to deliver their services, holding all necessary permits, insurance and licenses.
- Collaborators will have experience working with children.
- Collaborators will be supported by a Wildlings member of staff at all times and not be allowed to work alone with children attending a drop-off programme.
- Regular collaborators working with children attending Wildlings drop-off programmes will be required to take the online child safeguarding training provided by

<https://childsafeguarding.com>. The training sets out suitable conduct around children and young people.

## Roles and Responsibilities

### Child Safeguarding Lead(s):

Claire Seabrook: Wildlings Founder and CEO

Julie Woods: Wildlings Operations Director

- Are overall responsible for child safeguarding matters at Wildlings.
- Are responsible for this policy and procedure, its implementation and monitoring its effectiveness.
- Share advice and guidance to staff on child safeguarding.
- Respond to reports of abuse or any concerns of staff.
- Are responsible for compliance with legal and other requirements.
- Report suspected child abuse to the authorities: <https://www.msf.gov.sg/policies/Strong-and-Stable-Families/Supporting-Families/Family-Violence/Pages/Child-Abuse.aspx> .

### All Staff (Employees)

- Work to ensure that children are safe and protected and thrive at Wildlings.
- Report any concerns to a Child Safeguarding Lead, verbally or via email at these email addresses: [claire@wildlings.sg](mailto:claire@wildlings.sg) or [julie@wildlings.sg](mailto:julie@wildlings.sg)
- Supervise contractors, volunteers and collaborators at all times.
- Report any hazards or other health and safety issues.
- Conduct themselves appropriately around children and young people.
- Are aware of our staff [Code of Conduct](#).
- Report any accidents or incidents using the Accident and Incident reporting forms, submit an electronic copy to [hello@wildlings.sg](mailto:hello@wildlings.sg) and provide the Child's parent with a copy align with an explanation of the accident or incident.

## Supporting Procedures

Name	Author	Location	Forms
Clothing	Claire	<a href="#">Clothing in the Outdoors</a>	
Sun Protection	Claire	<a href="#">Sun Protection</a>	
Travel (excursions)	Aminah, Julie	<a href="#">Travel Policy and Procedure</a>	<a href="#">Travel Permission Form</a>
Safety at Forest School	Claire, Eve	<a href="https://www.wildlings.sg/safety-at-forest-school">https://www.wildlings.sg/safety-at-forest-school</a>	<a href="#">Accident and Injury Reporting Form</a>
Toileting	Claire	<a href="#">Toileting Policy and Procedure</a>	
Communicable Diseases	Claire (reviewed by Kath)	<a href="https://www.wildlings.sg/communicable-diseases-policy">https://www.wildlings.sg/communicable-diseases-policy</a>	
Haze	Claire (reviewed)	<a href="https://www.wildlings.sg/haze">https://www.wildlings.sg/haze</a>	

Wildlings Child Safeguarding Policy v1.1

April 2024

Safeguarding Lead: Claire Seabrook, Founder and Managing Director

Review Date: April 2025

	by Eve & Kath)		
Adverse Weather	Claire (Updated October 2023)	<a href="https://www.wildlings.sg/adverse-weather-policy">https://www.wildlings.sg/adverse-weather-policy</a>	
Tools Policy and Procedure	Claire (reviewed by Julie)	<a href="https://www.wildlings.sg/tools-policy">https://www.wildlings.sg/tools-policy</a> <a href="#">Tools Toolkit</a>	
Fires Policy and Procedure	Claire (reviewed by Julie)	<a href="https://www.wildlings.sg/fires-policy">https://www.wildlings.sg/fires-policy</a> <a href="#">Fires Toolkit</a>	
Photographs and Video	Claire (reviewed by Julie)	<a href="https://www.wildlings.sg/use-of-photographs-and-videos-polic">https://www.wildlings.sg/use-of-photographs-and-videos-polic</a>	
Tools Maintenance Procedure	Claire (reviewed by Eve)	<a href="#">Tools Policy and Procedure</a>	
Essential gear for all Forest School Sessions (mobile)	Julie Updated 8/12	<a href="#">Essential Gear Checklist</a>	