

FAQs - Child Safeguarding Statements (CSS)

Does my organisation need to submit a CSS?

Requests to complete and submit a CSS will be sent out to Safeguarding Partners, Relevant Agencies and Named Organisations.

Safeguarding Partners - The CHSCP's safeguarding partners are the Local Authority, Police and Integrated Care Board, NHS North East London. Various departments of the safeguarding partners will be sent a request to complete a CSS.

Relevant Agencies - A number of agencies are referred to as relevant agencies by the CHSCP. These include organisations as defined within [Part 4 of the Child Safeguarding Practice Review and Relevant Agency \(England\) Regulations 2018](#).

- All agencies represented on the [CHSCP Boards in the City of London and Hackney](#).
- All schools (including independent schools, academies and free schools), colleges and other educational providers.
- All registered charities within the geographic area of the CHSCP whose staff / volunteers work with or come into contact with children and their families.

Named Organisations - Safeguarding partners can also include any local or national organisation or agency in their arrangements regardless of whether they are named relevant agencies. Named organisations include all out of school settings providing tuition, training, instruction or activities without the supervision of parents or carers. A non-exhaustive list can be found in [Appendix 2 of the CHSCP's published safeguarding arrangements](#).

If your organisation is a relevant agency, it has a statutory duty to cooperate with the CHSCP's written safeguarding arrangements. This includes a duty to complete and submit a *Child Safeguarding Statement*.

For Named Organisations, whilst not under the same statutory duty, there remains an expectation of compliance.

[Section 16H of the Children Act 2004](#) contains a wider power exercisable by the safeguarding partners to request a **person or body** to provide information to them. There is no limitation or definition of 'person or body' therefore the request can be made to anyone. The information contained within the *Child Safeguarding Statement* is requested pursuant to enabling or assisting the performance of functions conferred to safeguarding partners by [Section 16E of the Children Act](#)

[2004](#). This is to assist safeguarding partners to make arrangements to safeguard children and work together to identify and respond to the needs of children.

Do we need to complete a Safeguarding Self-Assessment before completing a CSS?

Completing the Safeguarding Self-Assessment is the first step towards completing a Child Safeguarding Statement. It will help your organisation reflect on the people, practice and policy currently in place and support the risk assessment activity needed in the Child Safeguarding Statement. If you are unsure whether your organisation has submitted a Safeguarding Self-Assessment, please contact chscp@hackney.gov.uk.

How do I access our Safeguarding Self-Assessment / CSS?

The Safeguarding Self-Assessment and Child Safeguarding Statement are accessible using separate links which will have been provided to you in the covering letter.

Please log into the Child Safeguarding Statement as a 'New User' as the website does not transfer account information between forms. For ease of access, you may wish to set the same sign-in information across the two forms. If unsure of whether a Safeguarding Self-Assessment has previously been submitted, please contact chscp@hackney.gov.uk for advice and to support around access issues.

How do we define a risk?

Please refer to the Child Safeguarding Statement guidance document and the sample statements. Organisations should reflect on their submitted Safeguarding Self-Assessment, consider the type of service offered and how children, young people and families engage with the service.

Look for Safeguarding Self-Assessment standards rated as 'Not Met' or 'Partly Met' as prompts to consider where your organisation may be exposed to risk.

Examples of risks are set out below, but there is no prescription for this. It is very much down to your own professional judgement to determine these.

- a. Child abuse / neglect may not be recognised by staff / volunteers.
- b. Staff may not know who to talk to for advice.
- c. Staff may not know how to make a referral / request for support
- d. The organisation may employ a person with a history of offences against children or someone who is unsuitable to work with children.

- e. Lack of trained staff increases the risk of signs and symptoms of abuse / neglect being missed.
- f. Children might be bullied or harmed by other children.

How do we describe how risk has been mitigated?

Think about this in terms of the people you employ and how you support them, the policies you have in place and the procedures you follow. For example, the risk that children might face in certain situations could be mitigated by the following:

- a. Having a safeguarding and child protection policy in place.
- b. Ensuring that all staff have received safeguarding training.
- c. Designated safeguarding roles have all been trained to Level 3 in safeguarding children.
- d. The contact details of designated safeguarding lead and deputy being regularly promoted.
- e. Safer recruitment policy and procedures being place
- f. Complaints and disciplinary procedures in place

Who signs off the CSS?

The sign-off of your CSS should be from your Chief Executive Officer or equivalent.

Do I need to publish the CSS?

The CSS should be displayed in a prominent place (and online) and be made available to all staff members, parents and guardians and (upon request) members of the public.

An index of organisations and their completed CSS will also be hosted on the CHSCP website. Whilst not an official accreditation, this will provide a public directory of those agencies that have cooperated with the CHSCP's written safeguarding arrangements.

How often should I review the CSS?

The CSS should be reviewed annually or earlier should there be any material changes to the issues detailed.