



Safeguarding - Young Persons Version

STEP has a duty to make sure that we look after everyone who attends.

We will keep you (young person) safe by making sure that everyone takes part in setting, and keeps to, the boundaries. Some of the boundaries are:

- No Physical Contact (such as hitting, kicking, biting, or pushing).
High fives and similar are okay if the other person agrees and you respect personal space.
- No Bullying – verbal, social or physical
- No Direct Swearing - this means swearing aimed at another person.
- No Smoking / Drugs (recreational) / Alcohol / Vaping.
Vaping is only allowed if you're over 18 and have permission from staff or management.
- No Weapons.
If someone brings a weapon (like a pocket knife), other young people will be moved to a safe place.
Staff will ask for the weapon to be handed over. It will not be returned.
If the person refuses, the police will be called.

If you are being hurt or think you know someone else who is, you should tell a worker. The worker will:

- Listen to you.
- Write down what you say and check it with you.
- Share this information with a STEP manager to make a plan.
- The manager may need to tell someone such as a Social Worker, Police Officer, or (if safe and appropriate) your parent or carer.

If we think you or someone else is being harmed or is at risk of harm, we must tell someone. This means some things cannot be kept secret.

We will do our best to keep you updated with what is happening when you tell us something important or worrying.

Reviewed by young people May 2025