

SAFEGUARDING POLICY

1. Commitment to Safety

This Safeguarding Policy works actively to prevent harm and promote the welfare of all [insert target group, e.g., children, adults at risk]. This Safeguarding Policy applies to individuals referred to as 'Beneficiaries'. We believe that every individual has the right to feel safe and protected from harm.

2. Safeguarding Scope

This Policy applies to everyone working for or representing our organisation in the UK, regardless of position, employment type (full-time, part-time, temporary), or affiliation (direct employee, contractor, volunteer, intern; collectively 'Staff Members'). Our approach is thought to harm prevention for its Beneficiaries through Staff Member's conduct and practices.

This Policy is separate from employment contracts. To ensure its effectiveness, our organisation may revise the Policy at any time. We will communicate any changes transparently.

3. Definitions

The term 'Safeguarding' refers to practices and procedures designed to protect vulnerable individuals from harm or potential harm. It also promotes their overall well-being. Safeguarding is particularly crucial for children and adults at risk, with most legal obligations related to their care. This Policy specifically addresses:

- Children, who are individuals under 18 years old (in England, Wales, and Northern Ireland) or under 16 years old (in Scotland).
- Adults at risk, who are individuals 18 years old or over (in England, Wales, and Northern Ireland) or 16 years old or over (in Scotland) who require care and support, and due to this, are unable to protect themselves from harm (e.g. illness, disability). This can be temporary or permanent.

4. Recognition of Abuse

Our Staff Members work actively to recognise the different types of harm suffered by children and adults. There are different types of abuse and some common signs:

- Physical Abuse: Look for injuries like bruises, cuts, or burns that are unexplained or inconsistent with the given explanation.

- Emotional Abuse: Be aware of changes in behavior like withdrawal, depression, anxiety, or sudden aggression.
- Sexual Abuse: This can be difficult to detect, but signs may include difficulty walking or sitting, inappropriate sexual knowledge or behavior, or self-harm.
- Neglect: Indicators might be unkempt appearance, frequent hunger, or lack of appropriate clothing for weather conditions.

5. Training

Every Staff Member should be provided with, and required to undertake, training that is appropriate to their role, responsibilities, and degree and type of contact with Beneficiaries. All Staff Members will receive training on identifying and reporting safeguarding concerns. Also, we encourage them to report any Safeguarding Concerns they identify.

6. Safeguarding Concerns

To ensure the safety of our Beneficiaries, Staff Members will be trained to recognise potential safeguarding concerns like abuse, neglect, and threats to well-being by:

- Making a report (clear and accessible reporting process)
- Reporting concerns to (designated safeguarding lead)
- Ensuring confidentiality (assurance that concerns will be treated confidentially)

7. Response

All Reported Safeguarding Concerns are treated seriously and addressed promptly by trained personnel following the established procedures and relevant laws.

We aim to keep Staff Members who report a Safeguarding Concern informed about its progress as much as possible, depending on the nature of the concern and the confidentiality of the investigations.

8. Whistle-blowing

We encourage Staff Members and volunteers to raise concerns about any unsafe practices without fear of reprisal. We value your courage in speaking up, and we are committed to protecting your confidentiality throughout the process.

9. Contact Information

For questions about this policy, please contact [insert the name of the person responsible] in the first instance, via e-mail [insert e-mail] or via phone [insert phone number].