

## Children & Vulnerable Adults - Safeguarding Policy

Foundation for Social Improvement (FSI) acknowledges the duty of care to safeguard and promote the welfare of adults and children and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and Charity Commission requirements.

This policy recognises that the welfare and interests of adults and children are paramount in all circumstances. It aims to ensure that regardless of age, ability or disability, gender reassignment, race, religion or belief, sex or sexual orientation, socio-economic background, all adults and children

- have a positive and enjoyable experiences through FSI activities in a safe environment
- are protected from abuse whilst participating in activities delivered by the FSI.

The FSI acknowledges that some adults and children, including disabled people or those from ethnic minority communities, can be particularly vulnerable to abuse and we will take reasonable and appropriate steps to ensure their welfare during our activities.

As part of our safeguarding policy the FSI will

- promote and prioritise the safety and wellbeing of adults and children, beneficiaries, staff and volunteers, as set out by the Charity Commission
- ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to this
- ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern
- ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored
- prevent the employment/deployment of unsuitable individuals
- ensure robust safeguarding arrangements and procedures are in operation.

The policy and procedures will be widely promoted and are mandatory for everyone involved in the FSI. Failure to comply with the policy and procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation.

This policy statement will need to be read in conjunction with all other relevant policies such as the Whistle-blowing policy.

## Monitoring

The policy will be reviewed regularly, or in the following circumstances:

- changes in legislation and/or government guidance
- as a result of any other significant change or event.
- At a minimum - annually

## Child Protection Policy

### Values and Principles

Young people who are in contact with the FSI, and/or who are working and learning on its premises and programmes have a right to expect the FSI to provide a safe and secure environment. In all our work with children and young people we will ensure that their welfare and safety is paramount. We will constantly strive to provide an environment that is respectful of children's needs and that is free from abuse or the danger of abuse, through the implementation and monitoring of appropriate policies and guidance.

### Safe Recruitment

The FSI, in the course of its normal business, does not work directly with children. However, by following best practice guidelines on Recruitment and Selection, the FSI will ensure that the most suitable person for a post at the FSI is appointed.

*Rehabilitation of Offenders Act (1974) requires that people applying for positions which give them 'substantial, unsupervised access on a sustained or regular basis' to children must declare all previous convictions.*

In all cases where this requirement applies, and where there is any doubt as to the application of the requirement to a specific post i.e. the interpretation of 'significant', the FSI will request a criminal record check from the Disclosure and Barring Service (DBS) prior to the member of staff commencing duties involving access to children.

### Raised Awareness and Training

FSI staff may, during the course of its activities, observe the outward signs of abuse. The FSI staff will therefore:

- Be informed of the provisions of this policy and the procedures that flow from it during their induction period.
- Be encouraged to establish and maintain an environment where people feel secure, able to talk freely, and listened to.
- Receive appropriate support and training to underpin their work

## **Clear Procedures**

The FSI has developed and implemented Child Protection procedures to ensure a speedy and effective response to concerns about the physical, sexual or emotional abuse of children or their neglect. In addition, our Health and Safety Policy includes a lone worker procedure which ensures that members of staff are not put into positions of risk.

## **Partnership Working**

Staff working at events where there are children will observe the policy of the establishment in which they are working. We undertake to work with and to follow the procedures set out and to take account of guidance issued by the government to:

- When appropriate designate a member of staff for child protection who has received appropriate training and support for this role.
- Nominate a senior manager responsible for child protection, in the case of the FSI this is the CEO.
- Keep written records of concerns about young people, even where there is no need to refer the matter immediately.
- Ensure all records are kept securely; separate from the main business files, and in locked locations.
- Follow agreed procedures where an allegation is made against a member of staff or other The FSI client.
- Ensure safe recruitment practices are always followed.
- Promote an ethos which promotes a positive, supportive and secure environment and gives each individual a sense of being valued.

## **Staff - Safeguarding Contacts:**

Senior Charity Leader: CEO – Amber Shotton - [amber@thefsi.org](mailto:amber@thefsi.org)

Trustee Board Member: Barbara Watkinson - [barbaraw@tmlaltd.co.uk](mailto:barbaraw@tmlaltd.co.uk)

## **Commitment to review**

This policy will be reviewed annually to ensure it reflects emerging good practice and legislative requirements.

Last Review: November 2020