

Safeguarding Policy

Date	December 2018
Review	This policy will be reviewed periodically.

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This policy applies to all Board members, employees and casual workers henceforth referred to as the Staff of Sadeh.

1. PURPOSE AND SCOPE

This policy sets out Sadeh's approach to safeguarding and promoting the welfare of children and vulnerable adults. It applies to all aspects of our work and to all Staff.

Whilst Sadeh make every effort to support and promote safeguarding in all its guises, responsibility for wellbeing of its visitors and customers lies directly with those with primary responsibility for them. For example, school staff are responsible for safeguarding students on a school visit. Sadeh are mindful of all its legal and ethical obligations in this regard, as the organisation in control of the venue, its facilities and events and so on

2. DEFINITIONS

Sadeh use definitions of the term "safeguarding" from statutory guidance. All elements of the definitions are acknowledged as important. Some are naturally less directly relevant to Sadeh, its Staff, and its activities than others.

Safeguarding children is defined¹ as:

- protecting children from maltreatment
- preventing impairment of children's health or development
- ensuring that children are growing up in circumstances consistent with the provision of safe and effective care
- taking action to enable all children to have the best outcomes

Safeguarding vulnerable adults is defined² as:

- protecting the rights of adults to live in safety, free from abuse and neglect
- people and organisations working together to prevent and stop both the risks and experience of abuse or neglect
- people and organisations making sure that the adult's wellbeing is promoted including, where appropriate, taking fully into account their views, wishes, feelings and beliefs in deciding on any action
- recognising that adults sometimes have complex interpersonal relationships and may be ambivalent, unclear or unrealistic about their personal circumstances and therefore potential risks to their safety or well-being

¹ Source: Statutory guidance "Working together to safeguard children" at <https://www.gov.uk/government/publications/working-together-to-safeguard-children--2>, accessed 28/11/2018

² Source: Statutory guidance "Care Act 2014: supporting implementation" at <https://www.gov.uk/government/publications/care-act-statutory-guidance>, accessed 28/11/2018

3. RECRUITMENT

All Staff and Board roles at Sadeh require a Disclosure and Barring Service (DBS) or Disclosure Scotland check and references before the individual joins us.

4. EXPECTATIONS OF STAFF

All Staff are responsible for ensuring they are familiar with this safeguarding policy. The safety and welfare of children and vulnerable adults must be a key focus for all activity and decision-making to which it is relevant.

5. ACTING ON SAFEGUARDING CONCERNS

No member of Staff should investigate concerns about individual children or vulnerable adults. However, this does not mean that we should do nothing when we learn of a concern. We all have a responsibility to ensure that concerns about children and vulnerable adults are passed to the agency that can help them without delay.

If anyone is concerned that a child or vulnerable adult is at risk of being abused or neglected, they should not ignore their suspicions and should not assume that someone else will take action to protect that person.

All such concerns must be raised promptly, in confidence, with the Chief Executive Officer (CEO). The CEO will take responsibility for determining what action if any is to be taken, and may elect to consult some or all members of the Board, also in confidence. The CEO may also elect to take expert external advice, both in terms of the concern itself, and also in relation to related data privacy matters; any and all documentation generated, accessed or otherwise processed or retained in this context is personally sensitive data and the General Data Protection Regulations apply.

Concerns about children should be referred to the children's social care department of the local authority where the child lives (if known) or the authority local to the Sadeh site. Similarly, concerns about vulnerable adults should be referred to local authority adult services.

If anyone working for Sadeh is in any doubt about what to do, they should consult the CEO immediately.

Anyone working for Sadeh who has concerns about the behaviour or conduct of a colleague or volunteer must raise this with the CEO immediately.

Sadeh reserves the right to amend this policy as required.