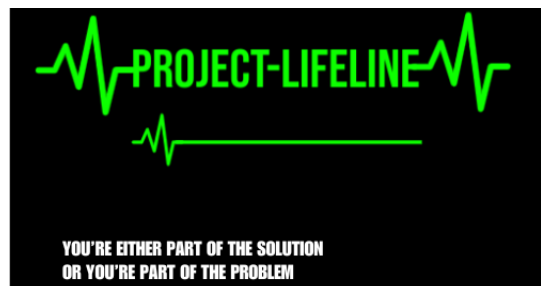


# Project Lifeline

WE ARE PART OF THE SOLUTION



## Safeguarding Policy

### Policy Purpose

Our company activities include working with vulnerable young people. The purpose of this policy is to protect children and vulnerable adults and provide stakeholders and the public with the overarching principles that guide our approach to doing so. Young people involved in gangs are additionally vulnerable due to their experiences and the impacts of these experiences on the health and welfare of the young person as well as their friends, family, and community.

Therefore, it is important that safeguarding risks are identified and procedures are implemented to report and mitigate these risks. There are many risks in our area of work with young gang affiliated people, including threats of harm, immediate danger to life, mental health concerns, physical, psychological, emotional, and sexual abuse, neglect, exploitation, substance use, and family problems.

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect young people in England. A summary of the key legislation and guidance is available at [nspcc.org.uk/childprotection](https://nspcc.org.uk/childprotection).

### Safeguarding Principles

We believe that:

- The welfare of young people is paramount in all the work we do and decisions we make.
- Working in partnership with children, young people, their parents, carers, and other agencies is essential to promoting young people's welfare.
- Children and young people should never experience abuse of any kind.
- Everyone has a responsibility to promote the welfare of all children and young people, to keep them safe, and to practise in a way that protects them. Any abuse discovered or suspected should be reported and the appropriate procedures followed.
- We will give equal priority to keeping all children and young people safe, regardless of their age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation.
- Nobody who is involved in our work should ever experience abuse, harm, neglect, or exploitation.
- We all have a responsibility to promote the welfare of all of our staff and volunteers, to keep them safe, and to work in a way that protects them.
- We all have a collective responsibility for creating a culture in which our people not only feel safe but are also able to speak up if they have any concerns.

- Some young people are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs, or other issues. Extra safeguards may be needed to keep young people who are additionally vulnerable safe from abuse.

### **Safeguarding Policy Applicability**

This safeguarding policy applies to anyone working on our behalf, including our company trustees and other volunteers.

Partner organisations will be required to have their own safeguarding procedures that must, as a minimum, meet the standards outlined below and include any additional legal or regulatory requirements specific to their work. These may include, but are not limited to:

Other UK regulators, if applicable, such as Ofsted or CQC.

Other authorities, such as the DfES or NHS.

There may be other requirements or frameworks for those working overseas.

The International Child Safeguarding Standards.

Safeguarding should be appropriately reflected in other relevant policies and procedures.

### **Reporting Safeguarding Concerns**

If an individual is in immediate danger, call 999, as you would in any other circumstance.

If you are a member of the public, make your concerns known to a member of our team, who will alert a senior member of the company.

For staff, make your concerns known to your manager or a senior member of the company using the appropriate documentation. If you feel unable to do so, speak to the NSPCC helpline.

### **Staff Safeguarding Responsibilities**

Responsibilities should be made clear, and individuals should be provided with any necessary training and resources to enable them to carry out their role.

This safeguarding policy will be reviewed and approved by the Board annually.

A lead committee will be given responsibility for the oversight of all aspects of safety, including whistleblowing and H&SW. This will include:

- Creating a culture of respect in which everyone feels safe and is able to speak up.
- An annual review of safety with recommendations to the Board.
- Receiving regular reports to ensure this and related policies are being applied consistently.
- Providing oversight of any lapses in safeguarding.
- Ensuring that any issues are properly investigated and dealt with quickly, fairly, and sensitively, and that any reporting to the Police/statutory authorities is carried out.

- Leading the organisation in a way that makes everyone feel safe and able to speak up.
- Ensuring safeguarding risk assessments are carried out and appropriate action taken to minimise these risks as part of the risk management processes.
- Ensuring that all relevant checks are carried out when recruiting staff and volunteers, including DBS checks.
- Planning programmes/activities to take into account potential safeguarding risks and ensure these are adequately mitigated.
- Ensuring that all appointments that require DBS clearance and safeguarding training are identified, including the level of DBS and any training required.
- Ensuring that a central register is maintained and subject to regular monitoring to ensure that
  - DBS clearances and training are kept up-to-date.
  - Ensuring that safeguarding requirements (eg DBS) and responsibilities are reflected in job descriptions, appraisal objectives and personal development plans, as appropriate.
  - Listening and engaging, beneficiaries, staff, volunteers and others and involving them as appropriate.
  - Responding to any concerns sensitively and acting quickly to address these.
  - Ensuring that personal data is stored and managed in a safe way that is compliant with data protection regulations, including valid consent to use any imagery or video.
  - Making staff, volunteers and others aware of:
    - Our safeguarding procedures and their specific safeguarding responsibilities on induction, with regular updates/reminders, as necessary.
    - The signs of potential abuse and how to report these.
    - Everyone: To be aware of our procedures, undertake any necessary training, be aware of the risks and signs of potential abuse and, if you have concerns, to report these immediately (see above).

### **Online Safeguarding Procedures**

We will identify and manage online risks by ensuring:

Volunteers and staff understand how to keep themselves safe online. Including high privacy settings to access sensitive documents and password access to meetings.

The services we use and/or provide are safe and in line with our code of conduct.

Protect people's personal data and follow GDPR legislation.

We have permission to display any images on our website or social media accounts, including consent from an individual, parent, etc.

We clearly explain how users can report online concerns. Concerns may be reported using this policy or directly to a social media provider using their reporting process.

### **Keeping Young People Safe**

We will seek to keep young people safe by:

- valuing, listening to and respecting them
- appointing a nominated child protection lead for children and young people, a deputy and a lead trustee/board member for safeguarding

- adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for staff and volunteers
- developing and implementing an effective online safety policy and related procedures
- providing effective management for staff and volunteers through supervision, support, training and quality assurance measures so that all staff and volunteers know about and follow our policies, procedures and behaviour codes confidently and competently
- recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made
- recording and storing and using information professionally and securely, in line with data protection legislation and guidance
- sharing information about safeguarding and good practice with young people and their families via leaflets, posters, group work and one-to-one discussions
- making sure that children, young people and their families know where to go for help if they have a concern
- using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
- using our procedures to manage any allegations against staff and volunteers appropriately
- creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- ensuring that we have effective complaints and whistleblowing measures in place
- ensuring that we provide a safe physical environment for our children, young people, staff and volunteers by applying health and safety measures in accordance with the law and regulatory guidance
- building a safeguarding culture where staff and volunteers, children, young people, and their families treat each other with respect and are comfortable sharing concerns.

## **Approval and Review**

Approval By C Lillie

Date 01/11/2023

Next Review Date 01/11/2024