



# Safeguarding Policy

## Safeguarding Policy and Procedure

### 1. Policy Statement

Be-You Housing is committed to providing a safe environment for all tenants. We recognize our duty of care to protect individuals from harm and to act promptly when safeguarding concerns arise. This policy outlines our commitment to safeguarding and provides a framework for action.

### 2. Scope

This policy applies to all colleagues, volunteers, contractors, and anyone working on behalf of Be-You Housing.

### 3. Legislation and Guidance

This policy is based on the following legislation and guidance:

- The Care Act 2014
- The Children Act 1989 and 2004
- The Safeguarding Vulnerable Groups Act 2006
- The Mental Capacity Act 2005
- The Health and Social Care Act 2008 (Regulated Activities) Regulations 2014
- Working Together to Safeguard Children (2018)
- The Care and Support Statutory Guidance (updated 2021)
- Local Safeguarding Adults Board (LSAB) and Local Safeguarding Children Board (LSCB) procedures

### 4. Definitions

- **Safeguarding:** Protecting people's health, wellbeing, and human rights; enabling them to live free from harm, abuse, and neglect.
- **Abuse:** Includes physical, emotional, sexual, financial, neglect, and acts of omission, discriminatory abuse, organizational abuse, modern slavery, domestic violence, and self-neglect.

### 5. Responsibilities

- **Designated Safeguarding Lead (DSL):** is responsible for overseeing safeguarding practices and ensuring compliance with this policy.
- **Colleague and Volunteers:** Must understand and follow this policy, attend training, and report concerns immediately.

- **Management:** Ensure appropriate resources and support for safeguarding practices.

## 6. Procedures

### 6.1. Recognizing Abuse

All colleagues and volunteers must be vigilant and recognize the signs of abuse, which can include but are not limited to:

- Unexplained injuries or changes in behaviour
- Sudden withdrawal or fearfulness
- Inconsistent stories or implausible explanations for injuries

### 6.2. Reporting Concerns

- **Immediate Danger:** If someone is in immediate danger, contact emergency services (999) without delay.
- **DSL Notification:** Report all concerns to the DSL immediately. If the DSL is unavailable, contact another senior manager.
- **Recording:** Document the concern using the Safeguarding Concern Form. Include all relevant details such as dates, times, witnesses, and the nature of the concern.

### 6.3. DSL Actions

- **Assessment:** The DSL will assess the concern, considering the seriousness and immediacy of the risk.
- **Referral:** If necessary, the DSL will refer the case to the appropriate external agencies, such as the local authority's safeguarding team, police, or health services.
- **Record Keeping:** Maintain accurate records of all concerns, actions taken, and outcomes in a secure and confidential manner.

### 6.4. Confidentiality

- **Information Sharing:** Share information on a need-to-know basis only, in line with GDPR and data protection laws. Always prioritize the safety and welfare of the individual.
- **Privacy:** Respect the privacy and dignity of individuals involved in safeguarding concerns.

### 6.5. Support for Individuals

- **Victims of Abuse:** Provide appropriate support and signposting to relevant services for individuals who have experienced abuse.
- **Colleague Support:** Offer support to colleague involved in reporting or managing safeguarding concerns, including access to counseling services if needed.

### 6.6. Colleagues

- As well providing a safe environment for our tenants, this extends to the well-being of our colleagues. The same protection of looking for signs of abuse applies, we also have mental health first aiders in our business who support colleagues

### 6.6. Training

- **Mandatory Training:** All colleague and volunteers must complete mandatory safeguarding training during induction and refresher training annually.

- **Specialist Training:** Provide additional training for DSLs and senior management on handling complex safeguarding issues.

#### **6.7. Review and Monitoring**

- **Policy Review:** This policy will be reviewed annually or following any significant changes in legislation or practice.
- **Monitoring:** Regularly monitor safeguarding practices through audits, feedback, and incident reviews to ensure effectiveness and compliance.

#### **7. Contact Information**

- **Designated Safeguarding Lead (DSL):** Luke Palmer [Luke@beyouhousing.co.uk](mailto:Luke@beyouhousing.co.uk)
- **Mental health first Aider:** Elaine Palmer Elaine@beyouhousing.co.uk
- **Local Authority Safeguarding Team:** Shropshire council- first point of contact **0345 678 9044**.
- **Emergency Services:** 999