**2. Safeguarding Policy**

**Purpose:** The purpose of this Safeguarding Policy is to ensure the safety and well-being of all service users, volunteers, and staff at FASS. This policy outlines the responsibilities of volunteers in identifying, reporting, and preventing harm, abuse, or neglect within the organization.

**Scope:** This policy applies to all volunteers involved in any FASS project or service where they may interact with vulnerable individuals.

**Key Safeguarding Principles:**

1. **Duty of Care**
   * All volunteers have a responsibility to ensure the safety and protection of service users.
   * Any concerns or suspicions of abuse, neglect, or harm must be reported immediately.
2. **Types of Abuse**
   * **Physical Abuse**: Infliction of pain, injury, or force.
   * **Emotional/Psychological Abuse**: Verbal threats, intimidation, coercion, or humiliation.
   * **Sexual Abuse**: Any non-consensual sexual activity.
   * **Neglect**: Failure to meet an individual's basic needs, including food, shelter, or medical care.
   * **Financial Abuse**: Misuse of an individual's money, benefits, or property.
3. **Reporting Concerns**
   * All safeguarding concerns must be reported to the **Designated Safeguarding Officer (DSO)** immediately.
   * If a service user discloses harm, volunteers should listen, reassure, and report without making promises of secrecy.
   * Emergency situations must be escalated to emergency services (999) if immediate danger is present.
4. **Volunteer Conduct & Boundaries**
   * Volunteers must not engage in personal relationships with service users.
   * Professional boundaries must be maintained at all times.
   * Volunteers should never offer personal financial support or gifts to service users.
5. **Confidentiality & Information Sharing**
   * Any information shared regarding safeguarding must be handled sensitively and only disclosed to authorized personnel.
   * Volunteers should not attempt to investigate safeguarding concerns themselves.
6. **Training & Compliance**
   * All volunteers must complete safeguarding training before starting their role.
   * Ongoing training and refresher courses will be provided to ensure awareness and compliance.
   * Failure to comply with safeguarding procedures may result in disciplinary action, including dismissal.

**Acknowledgment & Agreement:** All volunteers must read, understand, and adhere to this policy. By signing below, the volunteer acknowledges their responsibility in safeguarding service users and agrees to follow FASS safeguarding procedures.

**Volunteer Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_