

SAFEGUARDING POLICY **(Protecting Children and Vulnerable Adults)**

The nurturing, protecting and wellbeing of all people is of greatest importance to Footprints. We recognise additional responsibilities towards those under 18 (children) and towards adults with reduced ability to care for themselves or protect themselves from harm/exploitation (vulnerable).

- In accordance with Footprints' Equality and Diversity policy, all people will have equal access to services that meet their particular needs and to the right of protection from abuse or harm without exception. Diversity from such protected characteristics as gender, ethnicity, disability, sexuality and belief are never to be discriminated against.
- All workers (includes volunteers, trainees, trustees and students) are given a copy of this policy and practices document to sign and adhere to at all times. It is their duty to recognise, respond, record and report harm or abuse whether it has been observed, suspected or disclosed to them.
- Designated Safeguarding Officers (**DSO**) are **Sophie H/ Haley T/ Donna M/Annora E. Mandy W** is the (**DSManager**) and **Maz H** is the (**DSTrustee**).
- Footprints will make the policy publicly available on our website, copies available upon request and relevant information displayed on notice boards.
- All concerns and allegations of abuse or harm will be taken seriously by trustees, staff and volunteers and responded to appropriately – this may require a referral to social services, the independent Local Authority Designated Officer (LADO) for allegations against staff, trustees and other volunteers, and in emergencies the police.
- Footprints is committed to safe recruitment, selection and vetting of workers. Training and regular supervision is given to all workers to ensure that those working with children, young people and vulnerable adults are fully aware of how to promote their safety and wellbeing.
- This policy is underpinned by guidance from the Charity Commission 'Safeguarding Children and Young People', the Baptist Union of Great Britain 'Safe to Grow' and the Bradford Safeguarding Children Board. It is reviewed annually by the managers and by the trustees who review and approve it every 3 years unless legislation requires a change sooner.
- Other policies that are relevant to the safeguarding of children and vulnerable adults include 'Confidentiality and Data Protection', 'Equality and Diversity', 'Health and Safety' and 'Recruitment and Development'.

Reviewed by: Trustees, Managers

Next review: Trustees, Managers

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