

Safeguarding Policy

(v. January 2026)

1. Purpose

The purpose of this policy is to set out our commitment to safeguarding and promoting the welfare of children, both on or off site. We will fulfil our duty to safeguard and support our staff and volunteers. It outlines our commitment to preventing abuse, recognising concerns, and responding effectively to protect individuals from harm.

This policy ensures that all staff and volunteers understand their duty of care, act in accordance with UK safeguarding legislation and guidance and create a safe, respectful environment where people are supported and able to thrive.

This policy is a fundamental part of our duties, responsibilities and priorities. Our organisation aims to provide a safe environment and staff, volunteers, and children who use our services from abuse or maltreatment of any kind.

2. Scope

This policy applies to all staff and volunteers.

3. Definitions

- Child: Anyone under the age of 18 years old.
- Safeguarding and promoting the welfare of children is defined in Working Together 2023 as:
 - providing help and support to meet the needs of children as soon as problems emerge
 - protecting children from maltreatment, whether that is within or outside the home, including online
 - preventing impairment of children's mental and physical health or development
 - ensuring that children grow up in circumstances consistent with the provision of safe and effective care
 - promoting the upbringing of children with their birth parents, or otherwise their family network through a kinship care arrangement, whenever possible and where this is in the best interests of the children
 - taking action to enable all children to have the best outcomes in line with the outcomes set out in the Children's Social Care National Framework.

4. Policy

This policy must be read in conjunction with the organisation's safeguarding procedures and the wider policies and procedures for the organisation, which, when combined, develop a comprehensive and more robust framework for

safeguarding, including: Code of Conduct, Boundaries, Safer recruitment, IT and Social Media, Whistleblowing, Complaints, Health and Safety, Photography, Filming and Video.

4.1 We are committed to safeguarding children, ensuring consistent, lawful, and effective practice across all areas of our work.

4.2 We are committed to ensuring safeguarding practice reflects our legal responsibilities, government guidance and Suffolk Safeguarding Partnership requirements, including equality, diversity and inclusion. The organisation recognises its responsibilities for the safety and care of children under the Children Act 1989 and 2004, and Working Together 2023.

4.3 We will fulfil our duty to report Serious Safeguarding Incidents as part of our reporting responsibilities to Ofsted.

4.4 We ensure that everyone involved in the organisation is aware of their responsibility to promote the welfare of all children, to keep them safe and to practise in a way that protects them.

4.5 We recognise that while it is the responsibility of the relevant statutory agencies to determine whether or not abuse has taken place it is everyone's responsibility to report any concerns, and all staff and volunteers will know how to recognise and report safeguarding concerns.

4.6 We have a zero-tolerance approach to abuse. There are no excuses for not taking all reasonable actions to protect children and adults at risk of abuse, exploitation, radicalisation and or mistreatment.

4.7 We are committed to the principle that all children, whatever their age, ability, culture, disability, gender, language, racial origin, religious belief and/or sexual identity, have equal rights to protection from abuse.

4.8 We are committed to inter agency collaboration and information sharing to safeguard children and adults at risk of harm.

4.9 We act to protect children from safeguarding harm both in person and/or from cyber/ virtual risks.

4.10 We ensure all the organisation's operations and activities are designed and delivered with effective safeguarding in mind to protect children from abuse.

4.11 We provide effective management, induction training, regular refresher training and support for all staff and volunteers to know about and follow our safeguarding policy and procedures.

4.12 We will share and report all safeguarding concerns to the relevant internal staff and external authorities swiftly and appropriately, following our Safeguarding Procedures, including any allegations of safeguarding concerns about staff or volunteers against a child/ren using the Local Authority Designated Officer process and will report extremism and radicalisation concerns

4.13 We will act in an appropriate professional behaviour as set out in our Code of Conduct and Boundaries policies and procedures. Failure to maintain standards may be addressed under our Disciplinary Procedures.

4.14 We recruit and select staff and volunteers safely, ensuring all necessary checks are made, including when to obtain a DBS check in line with our recruitment policy and procedures.

4.15 We actively promote a culture that enables issues about safeguarding and promoting welfare to be addressed and for staff and volunteers to feel able to raise concerns and feel supported in fulfilling their safeguarding role.

4.16 We practise Professional Curiosity, understanding what life is like for the individual and being alert to the needs of children and any risks of harm that individual abusers, or potential abusers, may pose to children

4.20 The director, who is the centre manager, takes leadership responsibility for the organisation's safeguarding arrangements and ensures safeguarding is part of the agenda for staff meetings, enabling staff to fulfil their safeguarding responsibilities.

4.21 We have a Designated Safeguarding Lead and Deputy Designated Safeguarding Lead for the organisation.

4.22 This policy and safeguarding procedures are available on our website, and or on demand.

4.24 Our policy is to keep children safe by valuing, listening to and respecting them. We actively uphold that:

- The welfare of the child or adult at risk is paramount
- All children and adults at risk have the right to protection from abuse
- Safeguarding is everyone's responsibility
- Professional Curiosity is important in recognising and responding to safeguarding concerns
- Following information-sharing procedures in safeguarding is vital

4.25 We implement effective safeguarding systems where the child's needs are paramount, and staff and volunteers use their professional judgement to put the person's needs at the heart of the safeguarding system so that the right solution can be found for each individual

5. Monitoring and Review

This policy and related procedure will be monitored by the Director annually or sooner if there is a change in legislation or an serious safeguarding incident occurs.

Date approved or amended	Signed	Role
31/01/2026	S.A.Murray-Sakumai	Director & Centre Manager