

# Safeguarding Policy Template

Use our template as a starting point for writing a policy that is tailored to your organisation.

**April 2016**

## **Our safeguarding policy**

This policy applies to all staff, including senior managers and the board of trustees, paid staff, volunteers/ sessional workers, agency staff, students or anyone working on behalf of (name of group/organisation).

The purpose of this policy is:

- To protect children and young people who receive (name of group/organisation) services. This includes the children of adults who use our services;
- To provide staff and volunteers with the overarching principles that guide our approach to safeguarding

(Name of group/organisation believes that a child or young person should never have to experience abuse of any kind. We have a responsibility to promote the welfare of all children and young people and to keep them safe. We are committed to practice in a way that protects them.

## **Legal Framework**

This policy has been drawn up on the basis of law and guidance that seeks to protect children, namely:

- Children Act 1989
- United Convention of the Right of the Child 1991
- Data Protection Act 1998
- Sexual Offences Act 2003
- Children Act 2004
- Protection of Freedoms Act 2012
- Relevant Government guidance on safeguarding children

## **We recognise that:**

- The Welfare of the child is paramount, as displayed in the Children Act 1989

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- Some children are especially vulnerable due to the impact of previous experiences, their level of dependency, their communication needs or other issues
- All children regardless of their age, disability, gender, race, religious beliefs, sexual orientation or identity, have the right to equal protection from harm
- Working in partnership with young people, their parents, vulnerable adults, carers and other agencies is essential in promoting the welfare of those we need to protect.

## **We will aim to keep children safe by:**

- Valuing them, listening to them and respecting them as individuals
- Implementing thorough procedures and a code of practice for staff and volunteers which adopts child protection best practices
- Developing and implementing an effective e-safety policy
- Providing effective management for all staff and volunteers through supervision, support and training
- Recruiting staff and volunteers using safer recruitment best practice, ensuring all necessary checks are completed
- Sharing information about child protection and good practice with children, parents, staff and volunteers
- Sharing concerns with relevant agencies and involving parents and children appropriately
- Informing all visitors of (Name of group/organisation) of policies and safeguarding expectations

## **We are committed to reviewing our policy and good practice annually:**

This policy was last reviewed on: \_\_\_\_\_ ( Date)

Signed: \_\_\_\_\_

( this should be signed by the most senior person in your organisation, i.e the head of safeguarding on your board of trustees).