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## Safeguarding Policy

The objective of this policy is to protect individuals, particularly children, vulnerable adults and people receiving assistance, from any harm that could be caused by their contact with Safe Hearts Limited and its affiliates.

### The goal of this policy statement is:

- to safeguard children and young people receiving services from [Safe Hearts Limited] from any form of harm. This includes the offspring of adults who take advantage of our services.
- to provide our employees and volunteers, as well as children, young people and their families, with the key principles that inform our strategy for Safeguarding procedures.

This policy applies to all individuals associated with [Safe Hearts Limited], including directors, senior executives, instructors, paid or freelance staff, volunteers, temporary employees, agency personnel and students.

### We understand that:

- children, young people and at-risk adults should never be subjected to any form of abuse.
- we have an obligation to promote the welfare of all children and young people, and at-risk adults, to keep them safe and practice in a manner that safeguards them.

### We acknowledge that:

- the well-being of children is the primary consideration in all the activities we carry out and in all the decisions we make.
- it is essential to collaborate with children, young people, their parents, carers and other organisations to further the welfare of young people.
- all children, regardless of age, disability, gender identity, race, faith, gender or sexual orientation, are equally entitled to protection from all forms of harm or abuse.
- certain children are more susceptible to harm due to their experiences, dependence, communication needs or other factors.

Tel: [01785 532 219](tel:01785532219) E: [info@safeheartstraining.co.uk](mailto:info@safeheartstraining.co.uk)



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- additional safeguards may be required to ensure that vulnerable children are protected from abuse.

**In order to keep children and young people safe, we will:**

- appreciate, pay attention to and respect them.
- appoint a nominated safeguarding lead for adults, children and young people.
- embrace child protection and safeguarding best practices through our policies, procedures and code of conduct for employees and volunteers.
- devise and put in place an effective online safety policy and corresponding processes.
- ensure effective management of staff and volunteers through oversight, support, training and quality control measures to ensure that all staff and volunteers understand and abide by our policies, procedures and behaviour codes.
- carefully and properly recruit and select staff and volunteers, ensuring all necessary checks are conducted.
- professionally and securely document, store and use data, in accordance with data protection laws and regulations [more information about this is available from the Information Commissioner's Office: [ico.org.uk/fororganisations](http://ico.org.uk/fororganisations)].
- ensure that children, young people and their families know where to go for help if they have a concern.
- employ our safeguarding and child protection procedures to share relevant information and concerns with relevant agencies, and include children, young people, parents, families and carers in an appropriate way.
- employ our processes to handle any allegations against staff and volunteers in a suitable manner.
- create and maintain an anti-bullying environment and make sure that we have a policy and procedure to help us effectively tackle any bullying that does arise.

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- ensure that we have reliable complaints and whistleblowing measures in place.
- make sure that we provide a safe physical environment for our children, young people, staff and volunteers, by adhering to health and safety measures that comply with the law and regulatory guidance.
- establish a safeguarding culture where staff and volunteers, children, young people and their families, treat each other with respect and feel comfortable discussing their concerns.

### **Contact Details**

Nominated Safeguarding Lead

Name: Sherry Diaz-Thompson

Phone/email: 01785 532 219

We are committed to reviewing our policy and good practice annually.

This policy was last reviewed on: .....June 26<sup>th</sup> 2023.....

Signed: .....

Date: .....June 26<sup>th</sup> 2023.....

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