



Name of policy	Safeguarding and Child Protection
Policy owner	Paul Goddard
Agreed date of implementation	April 2021
Next review date	April 2022

This document sets out **The Studio at Padge Road's** statutory requirements to discharge its appropriate accountability for Safeguarding children, young adults and vulnerable adults at risk of abuse or harm. This policy should be read alongside the Grievance, Whistleblowing and Disciplinary policies.

1. INTRODUCTION

This policy sets out the collective and individual expectation for colleagues at **The Studio** to comply with relevant legislation, codes of conduct and behaviours required as a colleague. The policy defines the definitions of abuse for both children and adults; it sets out how colleagues should report abuse and describes the inter-related policies that should be read in conjunction. The policy also details the recruitment checks that **The Studio** carries out.

Colleagues must adhere to this policy and relevant procedures. Colleagues who do not comply with the policy and relevant procedures may face disciplinary action under **The Studio's** Disciplinary Policy.

2. COMMITMENTS & VALUES

2.1 The Studio expects high standards from its colleagues; **The Studio** aspires to the highest standards of excellence and professionalism in the people it employs, in

the training and development that they receive and in the leadership of the organisation.

2.2 The Studio has a statutory duty to ensure that it makes arrangements to safeguard and promote the welfare of children and young people and to protect adults at risk of abuse.

2.3 The Studio encourages and supports colleagues to participate in PREVENT training to safeguard people and communities from the threat of terrorism.

3. REGULATORY CONTEXT

This policy has been written to ensure that **The Studio's** aims of protecting children, young adults and vulnerable adults are maintained at all times, embracing all relevant legislation and best practice:

- The Children Act 1989 (2004)
- Working together to safeguard children (2015)
- No secrets (2000)
- The Crime and Disorder Act (1998)
- The Health and Social Care Act (2008)
- The Care Act (2014)

4. RECRUITMENT

To ensure safe recruitment **The Studio** has the following recruitment procedures:

A thorough process of gathering information about applicants and carrying out checks on them, is followed in every case when recruiting. As all of our employees colleagues come into contact with vulnerable adults, we carry out enhanced DBS checks. Volunteers require standard DBS checks.

Appointments are confirmed only after all pre-employment checks have been completed and with satisfactory outcomes, and all new workers and volunteers have an induction, including appropriate training and mentoring. **The Studio** is committed to further development and training of all of its colleagues and volunteers.

5. WHO IS AT RISK

This policy applies to any 'Adult at Risk', defined by the following;

Any person aged eighteen or over who

-Is or may be in need of community care services by reason of mental or other disability, age or illness and is or may be unable to take care of him or herself, or unable to protect him or herself against harm or exploitation.

This policy applies to any child or young person at risk, defined by the following;

A child or young person is someone under the age of 18 who has not reached their 18th birthday.

6. PRINCIPLES

To achieve safe colleagues, we will:

- recruit trustees, colleagues and volunteers with regard to their suitability for work with children; including use of enhanced Disclosure and Barring Service checks
- provide trustees, colleagues and volunteers with guidance and training in their safeguarding role; ensuring they have access to our policies and procedures
- ensure everyone has access to advice on safeguarding at all times in the course of their work
- be clear with everyone what their individual role and responsibility is in safeguarding
- support colleagues and volunteers to carry out their job with appropriate supervision

To achieve safe information, we will:

- be clear with clients and carers how the things they tell us will be used
- keep good records of our work with clients and also of our management of colleague's work
- hold our client's information with care; using it for agreed purposes only

To achieve safe processes, we will:

- take all suspicions and allegations of abuse, from inside or outside the organisation seriously and respond to them promptly and appropriately
- be clear about everyone's roles and responsibilities
- implement safeguarding procedures
- have in place clear arrangements for how we would respond to concerns about how we implement safeguarding in practice within the organisation

7. TYPES OF ABUSE

7.1 Physical this may include hitting, shaking, poisoning, burning or otherwise causing physical harm to a person.

7.2 Emotional abuse is the persistent emotional maltreatment of a person, it may involve conveying to a person that they are inadequate and can have adverse effects on emotional development.

7.3 Sexual abuse and exploitation involves forcing a person to take part in sexual activities, whether or not the person is aware of what is happening. This may also include non-contact activities or inappropriate behaviour.

7.4 Neglect such as ignoring medical or physical care needs or failing to provide access to appropriate health care, social care or education services. This may also include inadequate nutrition or heating.

7.5 Discriminatory, racist or sexist behaviour, harassment based on a person's ethnicity, race, culture, sexual orientation, age or disability.