Safeguarding Policy

Purpose

The purpose of this policy statement, and the associated **Oriel Science Safeguarding Procedure**, is to define how Oriel Science operates to safeguard children and Adults at risk of harm or neglect and to provide employees and volunteers with the overarching principles that guide our approach to safeguarding. We also have a duty to safeguard and support our employees and volunteers.

Oriel Science is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance, and complies with best practice. Oriel Science recognises that it has responsibilities for the safety and care of children under the Children Act 1989 and 2004. The organisation recognises and meets its responsibilities under Working Together 2023. It also recognises its responsibilities to safeguarding Adults at Risk of Harm under the Care Act 2014. The organisation will act in accordance with all relevant legislation.

Policy and procedure on dealing with instances of lost children are covered in the **Oriel Science Lost Child Policy and Procedure** and should be enacting in conjunction with this policy.

Applicability

This policy applies to all Oriel Science trustees, employees, and volunteers and anyone working on behalf of Oriel Science (e.g. sub-contractors, guests) who may encounter children or Adults at risk. It is to be brought to their attention on joining the charity and made readily available to anyone who may wish to read it.

Definitions

Safeguarding means protecting peoples' health, wellbeing and human rights. It enables people to live free from harm, abuse and neglect. Safeguarding means taking all reasonable steps to prevent harm or abuse occurring, to protect from that harm, and respond appropriately when harm does occur.

Children are defined as those persons aged under 18 years old.

Adult at risk of abuse or neglect is someone over 18 years old who, according to the Care Act 2014:

- has care and support needs
- is experiencing, or is at risk of, abuse or neglect
- as a result of their care and support needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

If someone has care and support needs but is not currently receiving care or support from a health or care service, they may still be an Adult at risk.

Recognising Abuse

Children and young people can be abused or mistreated in several ways including, but not limited to:

- Physical abuse
- Domestic abuse
- Female Genital Mutilation
- Sexual abuse
- Child sexual exploitation
- Emotional abuse
- Child trafficking and modern slavery
- Bullying
- Neglect

Abuse that may be experienced by adults can take on many different forms and is not solely limited to the below:

- Self-neglect
- Modern Slavery
- Domestic abuse
- Discriminatory
- Organisational
- Physical
- Sexual
- Financial or material
- Neglect and acts of omission
- Emotional or Psychological

Safeguarding Principles

Oriel Science has a zero-tolerance approach to abuse. It is committed to promoting wellbeing, harm prevention and to responding effectively if concerns are raised.

Oriel Science is committed to the following principles:

- Oriel Science believes that the welfare of the child, young person or adult at risk is paramount. We will seek to keep children and Adults at Risk safe by valuing, listening to and respecting them.
- We believe that all children, young people and adults at risk have the right to protection from abuse.
- We will adopt best practice for child protection and safeguarding through our policies and procedures and ensure that these are regularly reviewed and available for anyone who wishes to view these.
- We will record, store and use information professionally and securely, in line with data protection legislation and guidance.
- We will ensure that we provide a safe physical environment for our children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance.
- All suspicions and allegations of abuse must be properly reported to the relevant internal and external authorities and dealt with swiftly and appropriately.
- We will use our **Oriel Science Disciplinary Policy and Procedure** to manage any allegations against staff and volunteers appropriately.

- We will ensure our **Oriel Science Whistleblowing Policy and Procedure** is promoted to drive a culture that enables issues about safeguarding and promoting welfare to be addressed.
- We will ensure safer recruitment practices including clear instruction on when to obtain a DBS check.
- We will comply with the Code of Fundraising Practice when we are working with adults at risk.

E-Safety

Oriel Science is mindful of the fact that children should be protected from online abuse, and that adults at risk can be both victims and perpetrators of online abuse. Oriel Science will:

- provide clear and specific directions to employees and volunteers on how to behave online and we will support adults who use our social media channels to do so in a way that keeps them safe and shows respect for others. Further guidance is available in the **Oriel Science Social Media Policy and Procedure.**
- ensure personal information about the adults involved in our organisation is held securely and shared only as appropriate
- risk assess any new social media platforms and technologies before they are used within the organisation.

Responsibilities

1. The Board of Trustees hold overall and final responsibility for safeguarding. Trustees will:

- establish, review, and update this, and associated, policies and procedures.
- show commitment to drive a safeguarding culture where staff and volunteers, children, young people and their families, treat each other with respect and are comfortable about sharing concerns.
- ensure a clear line of accountability for the provision of safe services exists.
- appoint a designated Safeguarding Lead.

2. The Safeguarding Lead holds day-to-day responsibility for ensuring this policy is put into practice. The Safeguarding Lead will:

- advise the Trustee Board of any matters of concern relating to safeguarding and any resources needed to meet Safeguarding requirements.
- work with the Health and Safety Lead to ensure safeguarding and health and safety risk assessments for Oriel Science activities and working practices are completed.
- ensure all employees and volunteers, and contractors are informed, trained, supervised, or otherwise instructed in matters of safeguarding.
- investigate all safeguarding incidents, reporting all details via the Safeguarding Report Form and Adverse Incident Log, where required, and make necessary provision to prevent a recurrence and inform external parties where required.
- ensure that employees and volunteers are provided with updates and amendments of this, and associated, policies and procedures.

3. It is the responsibility of all employees and volunteers:

- to know what they need to do, and what they can expect of one another, to safeguard children and adults.
- to understand that effective safeguarding systems are those where the person's needs are paramount and to address situations so that the right solution can be found for each individual, guided by the relevant policies and procedures and their judgement on when to enact these.

- to be alert to the needs of children, adults and families and any risks of harm that individual abusers, or potential abusers, may pose to children and adults at risk.
- to understand the requirement to share appropriate information in a timely way and discuss any safeguarding concerns with the Oriel Science safeguarding lead.
- to contribute to whatever actions are needed to safeguard and promote a person's welfare and take part in regularly reviewing the outcomes for them against specific plans and outcomes.
- to regularly review their own practice to ensure they improve over time in their work with children, adults at risk and families.

Breaches of this policy

Staff who breach the code of conduct will be subject to the **Oriel Science Disciplinary Policy and Procedure.**

Monitoring

The Board of Trustees will annually be provided with a Safeguarding report and will review the policy and associated procedures update in response to any changes in legislation, best practice, or suggested amendments.