

BLP Safeguarding Policy Statement January 2020



The Purpose and Scope of this Policy Statement

The purpose of this policy statement is: to protect children, young people and vulnerable adults who receive Business Launchpad's services from harm. This includes the children of adults who use our services to provide staff and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to protecting young people and vulnerable adults.

This policy applies to anyone working on behalf of Business Launchpad, including senior managers and the board of trustees, paid staff, volunteers, freelancers, agency staff and students.

Legal Framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children, young people and vulnerable adults in England, Scotland and Wales. A summary of the key legislation is available from [nspcc.org.uk/learning](https://www.nspcc.org.uk/learning).

Supporting Documents

This policy statement should be read alongside our organisational policies, procedures, guidance and other related documents, including:

- Role description for the designated safeguarding officer
- Dealing with disclosures and concerns about a child or young person
- Managing allegations against staff and volunteers
- Recording concerns and information sharing
- Young People and Vulnerable Adults Protection records retention and storage
- Code of conduct for staff and volunteers
- Behaviour codes for young people and vulnerable adults

- Photography and sharing images guidance
- Safer recruitment ☒ Online safety
- Anti-bullying ☒ Managing complaints
- Whistleblowing
- Health and safety
- Induction, training, supervision and support
- Adult to child supervision ratios

We believe that:

- Children, young people and vulnerable adults should never experience abuse of any kind
- We have a responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them.

We recognise that:

- The welfare of children, young people and vulnerable adults is paramount in all the work we do and in all the decisions we take
- All children, young people and vulnerable adults regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse
- Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

We will seek to keep children and young people safe by:

- Valuing, listening to and respecting them
- Appointing a nominated safeguarding lead for children, young people and vulnerable adults, a deputy and a lead trustee/board member for safeguarding
- Adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for staff and volunteers
- Developing and implementing an effective online safety policy and related procedures
- Providing effective management for staff and volunteers through supervision, support, training and quality assurance measures so that all staff and volunteers know about and follow our policies, procedures and behaviour codes confidently and competently
- Recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made

- Recording, storing and using information professionally and securely, in line with data protection legislation and guidance [more information about this is available from the Information Commissioner's Office: ico.org.uk/for-organisations]
- Sharing information about safeguarding and good practice with children, young people, vulnerable adults and their families via leaflets, posters, group work and one-to-one discussions
- Making sure that children, young people, vulnerable adults and their families know where to go for help if they have a concern
- Using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
- Using our procedures to manage any allegations against staff and volunteers appropriately
- Creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- Ensuring that we have effective complaints and whistleblowing measures in place
- Ensuring that we provide a safe physical environment for our children, young people, vulnerable adults, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- Building a safeguarding culture where staff and volunteers, children, young people, vulnerable adults and their families, treat each other with respect and are comfortable about sharing concerns.

Contact details

Nominated child protection and safeguarding lead

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Deputy Child Protection and Safeguarding lead

Name: Felicia Mattis-Rome

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Trustee/Senior Lead for Safeguarding and Child Protection

Name: William Hoyle

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NSPCC Helpline number: 0808 800 5000

This policy statement came into force on 02/01/2020

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

This policy statement and accompanying procedures were last reviewed on 02/01/2020

Signed: [this should be signed by the most senior person with responsibility for safeguarding and child protection in your organisation, for example the safeguarding and child protection lead on your board of trustees].

Date: