

## **Henshaws Safeguarding Policy Statement**

### **The purpose of this policy statement is:**

To protect children and young people (person at risk) who receive Henshaws services from harm.

To provide staff and volunteers, as well as the person at risk and their families, with the overarching principles that guide our approach to child protection and safeguarding. Our policy applies to anyone working on behalf of Henshaws, including senior managers and the board of trustees, paid staff, volunteers, sessional workers and agency staff. In addition, service users, students and art makers.

This policy has been drawn up based on legislation, policy and guidance that seeks to protect children and vulnerable adults in England/Northern Ireland/Scotland/Wales in line with NSPCC policy documents. A summary of the key legislation is available in the main Safeguarding policy.

### **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 person at risk
- Recording concerns and information sharing
- Record retention and storage
- Code of conduct for staff and volunteers

Professional codes of conduct

- Behaviour codes for service users / students / art makers
- Photography and sharing images guidance
- Safer recruitment
- Online safety
- Bullying & Harassment
- Managing complaints
- Whistleblowing (Confidential reporting)
- Health and safety
- Induction, training, supervision and support

We believe that:

- the people who access our services should never experience abuse of any kind
- we have a responsibility to promote the welfare of all of our service users/students/art makers, to keep them safe and to practice in a way that protects them.

**We recognise that:**

- the welfare of our service users/students/art makers is paramount in all the work we do and in all the decisions we take
- all of the people we support, 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 individuals are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- working in partnership with the people we support, their parents, carers and other agencies is essential in promoting their people's welfare.

**We will seek to keep the people we support safe by:**

- valuing, listening to and respecting them
- appointing a Designated Safeguarding Lead (DSL), a deputy DSL, a Registered Manager and a lead trustee/board member for safeguarding
- adopting child protection and adult 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
- making sure that the people we support and their families know where to go for help if they have a concern
- using our safeguarding procedures to share concerns and relevant information with agencies who need to know, and involving children, adults, 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 service users/students/art makers, 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, person at risk and their families, treat each other with respect and are comfortable about sharing concerns.