henshaws
beyond expectations

Henshaws Safeguarding Policy Statement

1. Purpose of This Policy Statement

This policy statement outlines Henshaws' commitment to safeguarding and protecting children and adults at risk (sometimes referred to as vulnerable adults) who engage with our services.

Its purpose is to:

- Protect all service users from harm, abuse, neglect, or exploitation.
- Provide staff, volunteers, students, art makers, families and carers with clear principles that guide our approach to safeguarding.
- Ensure everyone working on behalf of Henshaws understands their safeguarding responsibilities.

This policy applies to:

- Senior managers and trustees
- Paid staff
- Volunteers
- Sessional workers
- Agency workers
  It also informs expectations for our service users, students and art makers regarding conduct and wellbeing across Henshaws services.

2. Legislative and Policy Context

This policy statement is informed by safeguarding legislation, statutory guidance and sector best practice relevant to England. A summary of the key legislation is provided in the main Safeguarding Policy.

It aligns with:

- Children Act 1989 & 2004
- Care Act 2014
- Working Together to Safeguard Children (2023)
- Care and Support Statutory Guidance
- Mental Capacity Act 2005 & Code of Practice
- UK GDPR and Data Protection Act 2018
- NSPCC safeguarding standards and guidance

3. Supporting Documents

This policy statement should be read alongside the following Henshaws policies, procedures and documents:

- Role description for Designated Safeguarding Lead (DSL)
- Dealing with disclosures and concerns
- Safeguarding adults guidance
- Managing allegations against staff or volunteers
- Recording concerns & information sharing
- Record retention and secure storage
- Data protection and privacy
- Code of conduct for staff and volunteers
- Behaviour codes for service users, students and art makers
- Photography, filming and image sharing guidance
- Safer recruitment policy
- Online safety and digital communication guidance
- Anti-bullying policy
- Prevent Duty guidance (where applicable)
- Complaints procedure
- Whistleblowing policy
- Health and safety procedures
- Induction, training, supervision and support frameworks

4. Our Commitment and Beliefs

We believe that:

- Children and adults at risk should never experience any form of abuse.
- We have a responsibility to promote the welfare, safety, dignity and rights of all who engage with our services.
- Everyone has the right to choice, control, dignity, respect and support.

We recognise that:

- The welfare of children and adults at risk is paramount in every decision we make.
- All people we support, regardless of age, disability, gender reassignment, race, religion, belief, sex, or sexual orientation, have equal rights to protection.
- Some individuals may be more vulnerable due to communication needs, previous trauma, dependency levels or other factors.
- Safeguarding is **everyone's responsibility**, and all concerns must be reported promptly.

- Working in partnership with service users, families, carers, local authorities and external agencies is essential in keeping people safe.

5. Our Safeguarding Commitments

We will seek to keep children and adults at risk safe by:

A. Empowering People

- Valuing, listening to and respecting every individual
- Promoting choice, independence and dignity

B. Strong Safeguarding Leadership

- Appointing a Designated Safeguarding Lead (DSL), Deputy DSL, Registered Manager and a lead trustee for safeguarding
- Ensuring contact details of safeguarding leads are clearly displayed and accessible

C. Safe Practice and Culture

- Embedding safeguarding principles across all policies and procedures
- Ensuring behaviour codes, conduct standards and expectations are understood and followed

D. Online and Digital Safety

- Developing and implementing effective online safety measures and digital communication guidance

E. Training and Management

- Providing high-quality induction, supervision, support and mandatory safeguarding training
- Ensuring staff and volunteers feel confident and competent in recognising and responding to concerns

F. Safer Recruitment

- Recruiting and selecting staff and volunteers safely with appropriate background checks

G. Information Management

- Recording, storing and sharing information professionally, lawfully and securely
- Complying with UK GDPR and the Data Protection Act 2018

H. Accessible Support

- Ensuring service users and families know how to raise concerns or seek help

I. Working With Others

- Sharing concerns and relevant information with agencies that need to know
- Involving children, adults at risk, parents, carers and families appropriately

J. Managing Concerns About Staff

- Using clear procedures to manage any allegations or concerns raised about staff, volunteers or other representatives

K. Preventing Harmful Behaviour

- Maintaining an anti-bullying culture
- Ensuring clear processes for complaints and whistleblowing

L. Safe Environments

- Providing safe, accessible and well-maintained environments
- Following legal and regulatory health and safety requirements

M. Creating a Protective Culture

- Building a culture of openness, respect, dignity and empowerment
- Encouraging everyone to share concerns without fear

6. Review of This Policy Statement

This policy statement will be reviewed **annually**, or sooner if changes in legislation, guidance or organisational practice require an update.