

SAFEGUARDING POLICY

CHILD PROTECTION POLICY



SCOPE

This policy document identifies the key aspects of GHHC policy to ensure at all times the maximum protection from any kind of harm for all young people involved in any way, with the GHHC.

RESPONSIBILITY

The Director of GHHC has responsibility for ensuring this policy is put into practice by ensuring that staff and volunteers have sufficient information and line managers are aware of their responsibilities.

POLICY STATEMENT

GHHC is firmly committed to the belief that all children and young people have a fundamental right to be protected from harm, and fully recognises its responsibility for child protection.

GHHC believes:-

- that the safety and welfare of children should always be of paramount importance whatever the circumstances.
- that everyone with a role in working with children has a duty to safeguard and promote a child's welfare particularly when it comes to protecting children from abuse.
- that special care is needed in dealing with children whose age, inexperience or physical state makes them particularly vulnerable to abuse.

This policy is based on the following 3 principles:-

1. a child's welfare is the paramount consideration.
2. a child regardless of age, ability, gender, racial origin, religious belief or sexual orientation has a right to be protected from abuse.
3. the rights, dignity and worth of a child should always be respected.

GHHC defines harm as:-

- physical injury
- neglect
- emotional abuse
- sexual abuse

PROCEDURES

Personnel

All paid workers and volunteers will be given a copy of the Child Protection Policy when they join GHHC and will sign to say they have read and understood it.

All paid workers and volunteers on any project involving young people will be required to provide references and will have Disclosure and Barring Service (DBS) check.

Should the need arise all new paid workers and volunteers on or any project involving children, will be supervised until references have been verified and DBS checks received.

All paid workers and volunteers will receive regular supervision for their work with children and young people.

Responsibilities

All those working at GHHC will accept responsibility for the welfare of the children and young people who

come into contact with the organisation.

The Ministry Co-ordinator, or in their absence the Director, will be the nominated Child Protection representative who is responsible for child protection and the implementation of this policy.

All those working at GHHC will be made aware of the named representative and how best to contact them.

All those working on behalf of GHHC have a duty to ensure that any suspected incident, allegation or other manifestation relating to child protection is reported to the Ministry Co-ordinator or Director of GHHC.

If GHHC during the course of its normal activities takes photographs of children and young people participating in activities and events, at all time it will obtain written permission from parents / guardians before any photographic material is used in the public domain.

Reporting Procedures

Any suspicion or allegation must be reported as soon as possible on the day of the occurrence to the Ministry Co-ordinator / Director. Disclosure or evidence for concern may occur in a number of ways including a comment made by a child, physical evidence such as bruising, a change in behaviour or inappropriate behaviour or knowledge.

It is the responsibility of the Ministry Co-ordinator / Director to liaise with other relevant agencies where necessary and seek clarification from the Local Authority Designated Officer (LADO) if there is any concern about the validity of any concern. The LADO is located within Children's Services.

Any suspicion or allegation of abuse must be recorded by the observer/s on the appropriate incident reporting form.

All stages of the reporting procedure must be documented, marked CONFIDENTIAL and stored securely.

VULNERABLE ADULT PROTECTION POLICY

SCOPE

This policy document identifies the key aspects of GHHC policy to ensure at all times the maximum protection from any kind of harm for all vulnerable adults involved in any way, with GHHC.

RESPONSIBILITY

The Director of GHHC has responsibility for ensuring this policy is put into practice by ensuring that staff and volunteers have sufficient information and line managers are aware of their responsibilities.

POLICY STATEMENT

GHHC is firmly committed to the belief that all vulnerable adults have a fundamental right to be protected from harm, and fully recognises its responsibility for vulnerable adult protection.

GHHC believes:-

- that the safety and welfare of vulnerable adults should be of paramount importance whatever the circumstances.
- that everyone with a role in working with vulnerable adults has a duty to safeguard and promote a vulnerable adult's welfare particularly when it comes to protecting vulnerable adults from abuse.
- that special care is needed in dealing with vulnerable adults whose physical or mental condition makes them particularly vulnerable to abuse.

This policy is based on the following 3 principles:-

1. a vulnerable adult's welfare is the paramount consideration.
2. a vulnerable adult regardless of age, ability, gender, racial origin, religious belief or sexual orientation has a right to be protected from abuse.
3. the rights, dignity and worth of a vulnerable adult should always be respected.

GHHC defines harm as:-

- physical injury
- neglect
- emotional abuse
- sexual abuse

PROCEDURES

Personnel

All paid workers and volunteers will be given a copy of the Vulnerable Adult Protection Policy when they join GHHC and will sign to say they have read and understood it.

All paid workers and volunteers will be required to provide appropriate references as required and will be subject to regular Disclosure and Barring Service (DBS) checks.

Should the need arise all new paid workers or volunteers will be fully supervised until references have been verified and DBS checks received.

All paid workers and volunteers will receive regular support and adequate supervision for their work with vulnerable adults.

Responsibilities

All those working at GHHC will accept responsibility for the welfare of the vulnerable adults who come into contact with the organisation.

The Ministry Co-ordinator, or in their absence the Director, will be the nominated Vulnerable Adult protection representative who is responsible for vulnerable adult protection and the implementation of this policy.

All those working at GHHC will be made aware of the named representative and how best to contact them.

All those working on behalf of GHHC have a duty to ensure that any suspected incident, allegation or other manifestation relating to vulnerable adult protection is reported to the Ministry Co-ordinator or the Director of GHHC.

If GHHC during the course of its normal activities takes photographs of vulnerable adults participating in activities and events, at all times will obtain written permission from them or a carer as appropriate before any photographic material is used in the public domain.

Reporting Procedures

Any suspicion or allegation must be reported as soon as possible on the day of the occurrence to the Ministry Co-ordinator / Director. Disclosure or evidence for concern may occur in a number of ways including a comment made by a vulnerable adult, physical evidence such as bruising, a change in behaviour or inappropriate behaviour or knowledge.

It is the responsibility of the Ministry Co-ordinator / Director to liaise with other relevant agencies where necessary and seek clarification from Local Authority Adult Social Care Access Team if there is any concern about the validity of any concern. Any suspicion or allegation of abuse must be recorded by the observer/s on the appropriate incident reporting form.

All stages of the reporting procedure must be documented, marked CONFIDENTIAL and stored securely.

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