The Outdoor Place CIC

Safeguarding Policy

Introduction

Purpose

The purpose of this policy is to provide a statement of intent in relation to the safeguarding of ALL learners at The Outdoor Place CIC and to make clear the action to be taken when there is a safeguarding concern. The policy:

- provides an awareness of the need to safeguard the vulnerable adults at The Outdoor Place CIC;
- identifies the actions that contribute to the safeguarding of all learners; and
- outlines the actions to be taken when there is a safeguarding concern.

Our Duty

The Outdoor Place CIC has a statutory duty of care to safeguard the students that are in its care, meaning that we have a legal duty to promote their welfare and protect them from harm. This means, for example, that we have a Safer Recruitment Policy, a Safeguarding Policy that is reviewed annually, and regular staff training to ensure that all employees and volunteers are familiar with their responsibilities.

Safeguarding is broad term and encompasses a range of behaviours and concerns that may be experienced by our learners. These may occur at The Outdoor Place CIC, as well as at work placements, residential and non-residential visits, and during weekends and holidays. These include, but are not limited to, the following.

- All forms of abuse (financial, sexual, emotional, physical, domestic, neglect)
- Bullying, whether face-to-face or online
- Criminal exploitation
- Substance abuse
- Mental and physical health
- Radicalisation
- Over-familiar staff / learner relationships

Our Aims

1. To provide a safe and positive environment for all, supported by appropriate policies and procedures.
2. To ensure all learners, employees and volunteers are aware that the duty to safeguard rests on everyone at The Outdoor Place CIC.
3. To ensure that all learners, employees and volunteers feel able to report any safeguarding concerns.

Roles and Responsibilities

Safeguarding is everyone's responsibility. All staff are expected to:

- familiarise themselves with this all policies and procedures;
- treat learners with respect, encourage positive and respectful behaviour, and model appropriate conduct;
- maintain appropriate boundaries with learners;
- be alert to changes in learner behaviour, and to potential signs of abuse and neglect;
- be unafraid of reporting any safeguarding concerns or inappropriate behaviour to the Designated Safeguarding Lead.

The Outdoor Place CIC has a Designated Safeguarding Lead (DSL) and this is the Managing Director, Charlotte Mackrill. It is the responsibility of the DSL to:

- act as a source of support for staff, arranging training as necessary;
- manage, and take responsibility for, their own training to ensure currency;
- refer safeguarding concerns to the appropriate agency, e.g. Multi-Agency Referral Unit (MARU), Local Authority Designated Officer (LADO), Prevent/Channel, Police;
- will maintain detailed records in accordance with the Data Protection & Retention Policy;
- will support the use of CPOMS among staff and volunteers so that relevant safeguarding notes are maintained and kept up-to-date;
- manage any complaints against learners, staff and volunteers in accordance with relevant employment policies and procedures;
- ensure that the Safeguarding Policy is reviewed annually.

Related Policies

The Safeguarding Policy relates to the general duty to safeguard the children and vulnerable adults in our care. However, the notion of safeguarding underpins everything that we do and this policy must be read in conjunction with the following.

- Health & Safety Policy
- Data Protection & Retention Policy
- Behaviour Policy
- Equality & Diversity Policy

Parents, guardians and students who have concerns relating to any aspect of The Outdoor Place CIC are able to raise a complaint with the Managing Director, Charlotte Mackrill, in accordance with the Complaints Policy.

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