

Safeguarding Children and Vulnerable Adults Statement

CLASSIFICATION	Human Resources
POLICY NUMBER	HR - 002
APPROVING COMMITTEE/BOARD	Governance Sub-Committee Board of Trustees
LAST APPROVED	March 2026
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DISTRIBUTION	Via email & BreatheHR
DIRECTOR LEAD	Amy Mitchell, Director of Programmes – Designated Safeguarding Officer (DSO)
AUTHOR	Previous DSO (TP) supported by Johanna Waltho, Human Resources Manager
VERSION NUMBER	8
<p>This policy should be read alongside our policies, procedures, and guidance on:</p> <ul style="list-style-type: none"> • WellChild Safeguarding Policy • Checking Employees Through DBS Policy • Data Protection Policy • Disciplinary Policy & Procedures • Employment of Temporaries Policy • Equal Opportunities Policy • Selection and Recruitment Policy • Volunteering Policy • Whistleblowing Policy • Code of Conduct 	

Safeguarding Statement

SAFEGUARDING IS EVERYBODY'S BUSINESS

Ultimately, effective safeguarding of everybody can only be achieved by putting the person at risk at the centre, and by every individual and service playing their full part, working together to meet the needs of the individual.

All WellChild employees, volunteers and trustees have a duty to safeguard and promote the wellbeing all including:

- **Being alert to the possibility of abuse and neglect** through observation or by professional judgment made as a result of information gathered or witnessed about the individual, or concerning behaviours of any WellChild Staff, Volunteers or Board Members.
- **Knowing how to deal with a disclosure or allegation** of abuse or maltreatment; including recognising when concerns meet the threshold for LADO notification within one working day where the concern relates to an adult working or volunteering with children.
- **Following local and national policies and procedures**, including Working Together 2023 statutory expectations for voluntary and community sector (VCSE) organisations.
- **Undertaking training** as appropriate for their role and keeping themselves updated.
- **Sharing appropriate information** in a timely way.
- **Discussing any concerns** about an individual, ensuring appropriate advice and support is accessed either from managers, the Designated Safeguarding Officer or with local authority children's or adult's social care;
- **Ensuring contemporaneous records are kept** at all times.

Statement of intent:

WellChild is committed to safeguarding everybody. Trustees, staff, volunteers and all those who come in to contact with the charity directly or indirectly are at the core of WellChild's commitment to safeguarding.

Children

The charity recognises that all children have equal rights to protection from maltreatment, and acknowledges the duty to safeguard and promote the welfare of children. WellChild is committed to ensuring the organisation complies with best practice and has procedures and policies in place to protect child welfare.

It is recognised that all children are at greater risk of harm as a collective and so it is vital that the appropriate safeguards are in place for their protection. It is also recognised that some groups of children, including children with a disability or long-term health condition can be particularly vulnerable to abuse.

A child for the purposes of this statement, as defined by the Children Act 2004 and in accordance with the United Nations Convention on the rights of a Child is anyone who has not yet reached their 18th birthday.

WellChild's commitment to children includes:

- Recognising that the welfare of the child is paramount.
- Ensuring that the safeguarding of children is of high priority within the organisation, and that robust safeguarding arrangements and procedures are in place.
- Ensuring all children who come into contact with WellChild and its employees, Trustees, agency employees, subcontractors, volunteers or anyone else working on behalf of or representing WellChild have the right to protection from abuse regardless of their age, race, ethnicity, gender, gender reassignment, disability, sexual orientation, religion, faith or beliefs, or socioeconomic background.
- Ensuring the rights, dignity and worth of a child are always respected.
- Working in partnership with children, their parents, carers, families and other agencies which is essential in promoting young people's welfare.
- Ensuring all concerns, suspicions and allegations of abuse are taken seriously and responded to quickly and appropriately, with appropriate action taken and support provided to the individual(s) who raise or disclose the concern.
- Ensuring that all employees, Trustees, agency employees, subcontractors, volunteers or anyone else working on behalf of or representing WellChild understand their responsibility to report concerns.
- Ensuring safe recruitment, selection and vetting practices are always followed to prevent the employment of unsuitable individuals.
- Provision of adequate training to WellChild employees and others to whom this policy applies.
- Ensuring that WellChild Nurses understand their contractual obligations to adhere to their NHS employer safeguarding policies and procedures.
- Ensuring that any WellChild employees providing contracted or other services to or in conjunction with third party organisations fully understand the policies and procedures of those partner organisations.
- Embedding digital safeguarding standards, including safe use of devices, data minimisation, and secure recording systems
- Ensuring staff understand contextual safeguarding, online harms, and transitional safeguarding needs (preparing for adulthood)

WellChild's commitment to adults includes:

WellChild recognises that everyone has the right to live in safety, free from abuse and neglect. The Care Act 2014 identifies ten categories of abuse and neglect which adults may suffer from. WellChild's commitment to adults:

- Recognising that as an organisation who work with families as a whole, staff may interact with parents or older siblings who require safeguarding.
- Ensuring that the safeguarding of adults includes robust safeguarding arrangements and procedures within the organisation.
- Ensuring all adults who come into contact with WellChild and its employees, Trustees, agency employees, subcontractors, volunteers or anyone else working on behalf of or representing WellChild have the right to protection from abuse regardless of their age, race, ethnicity, gender, gender reassignment, disability, sexual orientation, religion, faith or beliefs, or socioeconomic background.

- Ensuring the rights, dignity and worth of the adult are always respected.
- Ensuring all concerns, suspicions and allegations of abuse are taken seriously and responded to quickly and appropriately, with appropriate action taken and support provided to the individual(s) who raise or disclose the concern.
- Ensuring that all employees, Trustees, agency employees, subcontractors, volunteers or anyone else working on behalf of or representing WellChild understand their responsibility to report concerns.
- Ensuring safe recruitment, selection and vetting practices are always followed to prevent the employment of unsuitable individuals.
- Provision of adequate training to WellChild employees and others to whom this policy applies.
- Ensuring that WellChild Nurses understand their contractual obligations to adhere to their NHS employer safeguarding policies and procedures.
- Ensuring that any WellChild employees providing contracted or other services to or in conjunction with third party organisations fully understand the policies and procedures of those partner organisations.

Who this statement applies to:

This policy applies to all employees, trustees, agency employees, subcontractors, volunteers or anyone else working on behalf of or representing WellChild.

Purpose:

The purpose of this statement and related policies and procedures is to set out clearly the safeguarding roles, duties and responsibilities of the organisation. WellChild will put in place practice to:

- Provide protection for everyone who comes into contact with WellChild and its employees and volunteers and other relevant persons (as described above).
- Provide all employees, volunteers and other relevant persons with appropriate training, up-to-date information and support regarding safeguarding children and adults within the context of WellChild's work and outside of work if relevant.
- Ensure all employees, volunteers and other relevant persons understand their individual responsibilities to safeguarding within the context of WellChild's work and outside of work if relevant.
- Outline principles, attitudes, expectations and ways of working that recognise that safeguarding is everybody's business and that the safety and well-being of those in vulnerable circumstances is at the forefront of the Charity's ethos.
- Provide clear procedures to be followed in the event that they suspect a child or adult may be experiencing or be at risk of harm. Procedures will also outline processes for the recipients of a disclosure relating to harm or risk of harm to an individual in the event that an allegation is made against a member of staff, volunteer or other charity representative.
- Clearly identify both individual and organisational responsibilities in relation to safeguarding children and adults.
- Ensure that all WellChild employees and other relevant persons understand their responsibilities to disclose information to the charity regarding all safeguarding issues even if they are outside of work.

Accountability:

Final accountability for ensuring that WellChild fulfils its child protection and safeguarding children responsibilities falls to the Board of Trustees. However, responsibility is delegated to the Designated Safeguarding Officer and Deputy Safeguarding Officer who will be responsible for:

- Enforcing and implementing the actions set out within the WellChild Safeguarding Policy.
- Being available to all employees/volunteers/relevant persons to discuss any individual protection issues or concerns.
- Maintaining a confidential record of all child and adult protection related documents and reports and concerns.
- Receiving and recording information regarding child and adult protection concerns.
- Assessing the information promptly and carefully, clarifying or obtaining more information about the matter as appropriate.
- Consulting with the relevant statutory agencies regarding any child or adult protection concerns raised.
- Making formal referrals to relevant statutory agencies regarding any child or adult protection concerns.
- Providing relevant support to any individual(s) who raise or disclose safeguarding concerns.

While ultimate responsibility is detailed above, WellChild believes that safeguarding is the responsibility of all everybody to ensure that the safeguarding statement and related procedures are implemented. All employees, volunteers and charity representatives are responsible for ensuring that the activities they are involved in for the purposes of their work are carried out in accordance with this policy and the procedures relating to it. Individuals associated with or acting on behalf of WellChild also have a responsibility to seek support and guidance when needed.

Reporting and Policy Review:

An annual Safeguarding report will be made available to the Board of Trustees at the AGM each year.

To ensure continued effectiveness, this statement will be reviewed by the Designated Safeguarding Officer and Senior Management Team as required but at least annually, and annually by Trustees as part of the Board of Trustees rolling policy review schedule. It will also be reviewed following any major safeguarding incident.

References:

This statement and accompanying procedures have been developed in line with the principles of The Children Act 1989 and The Children Act 2004, the statutory guidance [Working Together to Safeguard Children 2018](#) and with reference to the following:

- Children Act 1989 (section 17 and section 47)
- Children Act 2004
- Children and Social Work Act 2017
- Adoption and Children Act 2002
- Childcare Act 2006
- Children and Families Act 2014
- Counter Terrorism and Security Act 2015
- Female Genital Mutilation Act 2003
- Human Rights Act 1998
- Protection of Freedoms Act 2012
- Safeguarding Vulnerable Groups Act 2006

- UN Convention on the Rights of the Child

It is essential that this statement should be read in conjunction with WellChild's Safeguarding Policy.