

## **Safeguarding Policy & Procedure**

### **Commitment to Safeguarding**

At Rising Kites, we are dedicated to ensuring that no child or vulnerable adult experiences abuse of any kind. We are committed to safeguarding and promoting the welfare of all individuals who use our services, including children and vulnerable adults. We believe everyone has the right to be protected from all types of abuse and harm.

### **Purpose of This Policy**

This policy is designed to:

- Protect children and vulnerable adults who receive services from Rising Kites, including the children of adults using our services.
- Provide guidance for staff and volunteers on our approach to safeguarding and child protection.

### **Legal Framework**

Our safeguarding policy is based on the following legislation and guidance:

- Children Act 1989
- United Nations Convention on the Rights of the Child 1991
- Data Protection Act 1998
- Sexual Offences Act 2003
- Children Act 2004
- Protection of Freedoms Act 2012
- Children and Social Work Act 2017
- Working Together to Safeguard Children 2018
- Other relevant government guidance on safeguarding

## Definitions

- **Child:** Anyone who has not yet reached their 18th birthday.
- **Vulnerable Adult:** Someone aged 18 or over who may be unable to care for themselves or protect themselves from significant harm or exploitation due to factors such as disability, mental health issues, or addiction.

## What is Child Abuse?

Child abuse can be physical, sexual, emotional, or involve neglect. It can occur in various settings and involve family members, friends, professionals, or strangers.

### Types of Abuse:

- Physical Abuse
- Neglect
- Emotional Abuse
- Domestic Abuse
- Sexual Abuse
- Child Sexual Exploitation
- Harmful Sexual Behaviour
- Child Trafficking
- Female Genital Mutilation

## Key Principles

Rising Kites upholds the following principles:

- The welfare of the child is paramount.
- We are committed to creating a safe environment for children and vulnerable adults.
- All staff and volunteers should show respect and understanding for individual rights and safety.
- We will establish a safe environment, implement a code of conduct, and ensure effective management and training.
- We will follow safer recruitment practices and share information about child protection with all relevant parties.
- We will take all concerns seriously and respond appropriately, which may include referrals to relevant authorities.

## Safeguarding Officers

**Our Safeguarding Officers: Joanne Caputo and Francesca Garsed-Brand**

Their responsibilities include:

- Staying updated with safeguarding legislation and best practices.
- Knowing which authorities to contact in case of concerns.
- Ensuring confidentiality and secure handling of data.
- Reviewing and updating the safeguarding policy annually.

## Training and Recruitment

- **Safeguarding Training:** All staff members should update their child protection knowledge annually.
- **Safer Recruitment:** All staff members undergo an enhanced DBS check. We take no responsibility for fraudulent DBS disclosures.

## Handling Concerns

If you have concerns about a child or vulnerable adult:

1. Take any immediate action needed to address the risk.
2. Discuss your concerns with a Safeguarding Officer.
3. Make a factual note of your observations and discuss the situation confidentially.
4. Ensure the child or vulnerable adult's safety and well-being throughout the process.
5. Report concerns without delay to a Safeguarding Officer.

## Referrals and Allegations

- When making a referral to the Local Authority Designated Officer (LADO), provide detailed and factual information.
- Keep records of all communications and be prepared for follow-up discussions.
- Support the child or vulnerable adult throughout the process.

**For allegations against Rising Kites staff**, contact Joanne Caputo and/or Francesca Garsed-Brand. All allegations must be reported to the relevant LADO.

## Contact for Immediate Advice



For immediate advice, contact the NSPCC 24-hour helpline at 0808 800 5000.

**Rising Kites Limited**  
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