

## **Caritas Safeguarding Policy Statement**

### **The purpose and scope of this policy statement:**

Caritas Diocese of Salford works with children and families and adults as part of its activities. These include: School Social Work, Fostering Service, Community Support, Housing Support, ESOL Lessons and Home Visiting for the Elderly.

### **The purpose of this policy statement is:**

- To protect children and adults who receive Caritas Diocese of Salford services. This includes the children of adults who use our services.
- To provide service users, staff and volunteers with the overarching principles that guide our approach to safeguarding.

This policy statement applies to anyone working on behalf of Caritas Diocese of Salford including senior managers and the board of trustees, paid staff, volunteers, sessional workers, agency staff and students.

### **Legal framework**

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children and adults in England.

### **Caritas Diocese of Salford believe that:**

- Children and adults should never experience abuse of any kind.
- We have a responsibility to promote the welfare of all children and adults, to keep them safe and to deliver our services in a way that protects them.

### **We recognise that:**

- The welfare of the child is paramount.
- All children and adults, regardless of age, ability, gender, race, religion or belief or sexual orientation have a right to equal protection from all types of harm or abuse.
- Some children and adults are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.
- Working in partnership with children, adults, parents/carers, the Police, Children and Adult services and other agencies is essential in promoting welfare.

### **We will seek to keep children and adults safe by:**

- Valuing, listening to and respecting them.
- Appointing a nominated Safeguarding Lead.

- Developing safeguarding policies and procedures which reflect best practice.
- Using our safeguarding procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately.
- Creating and maintaining an anti-bullying environment and ensuring that we have a bullying and harassment policy and procedure to help us deal effectively with any bullying that does arise.
- Sharing information about safeguarding best practice with children, adults, families, staff and volunteers training via email bulletins, group work and one-to-one discussions.
- Recruiting staff and volunteers safely, ensuring all necessary checks are made.
- Providing effective management for staff and volunteers through supervision, support and training.
- Implementing a code of conduct for staff and volunteers.
- Using our procedures to manage any allegations against staff and volunteers appropriately.
- Ensuring that we have effective complaints and whistleblowing measures in place.
- Ensuring that we provide a safe physical environment for our service users, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance.
- Recording and storing information professionally and securely in line with General Data Protection Regulation (GDPR) guidelines.

### **Related policies and procedures**

This policy statement should be read alongside our organisational policies and procedures including:

- Caritas Safeguarding, Promoting Welfare, Child and adult Protection Policy and Procedures.
- Recruitment and Selection Policy and procedures.
- Code of Conduct for staff and volunteers.
- Media Policy.
- Whistleblowing policy.

**Responsibilities:**

Board of Trustees	Overall responsibility for the policies and procedures that govern the work at Caritas.
Director	Overall responsibility for ensuring Caritas's resources are used effectively and appropriately.
Senior Management Team	Responsible for ensuring guidelines are in place and that policies and procedures reflect our charitable ethos and commitment to equality and diversity.
All Line Managers	Responsible for ensuring all employees are aware of and follow Caritas policies.
All Employees and Volunteers	To follow policies and procedures, promoting best practice throughout the organisation.