



SAFEGUARDING POLICY

PURPOSE

The purpose of this policy is to protect people, particularly children, at risk adults and beneficiaries of assistance, from any harm that may be caused due to their coming into contact with A Touch of Gentleness. This includes harm arising from:

- The conduct of staff or personnel associated with A Touch of Gentleness
- The design and implementation A Touch of Gentleness's programmes and activities

The policy lays out the commitments made by A Touch of Gentleness and informs staff and volunteers of their responsibilities in relation to safeguarding.

WHAT IS SAFEGUARDING?

In the UK, safeguarding means protecting peoples' health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect.

In our sector, we understand it to mean protecting people, including children and at-risk adults, from harm that arises from coming into contact with our work and volunteers.

Further definitions relating to safeguarding are provided in the glossary below.

POLICY STATEMENT

A Touch of Gentleness believes that everyone we come into contact with, regardless of age, gender identity, disability, sexual orientation or ethnic origin has the right to be protected from all forms of harm, abuse, neglect and exploitation. We will not tolerate abuse and exploitation by staff or volunteers.

This policy will address the following areas of safeguarding: child safeguarding, adult safeguarding, and protection from sexual exploitation and abuse.

A Touch of Gentleness commits to addressing safeguarding throughout its work, through the three pillars of prevention, reporting and response.

PREVENTION

A TOUCH OF GENTLENESS RESPONSIBILITIES

We will:

- Ensure all staff and volunteers have access to, are familiar with, and know their responsibilities within this policy.



A Touch of Gentleness CIC
Company number: 13649433

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- Design and undertake all our programmes and activities in a way that protects people from any risk of harm that may arise from their coming into contact with A Touch of Gentleness. This includes the way in which information about individuals in our programmes is gathered and communicated.
- Implement stringent safeguarding procedures when recruiting, managing and deploying staff and volunteers.
- Ensure staff receive training on safeguarding at a level commensurate with their role in the organization
- Follow up on reports of safeguarding concerns promptly and according to due process

SAFEGUARDING RESPONSIBILITIES

Child safeguarding

Volunteers and staff must not:

- Engage in sexual activity with anyone under the age of 18
- Sexually abuse or exploit children
- Subject a child to physical, emotional or psychological abuse, or neglect
- Engage in any commercially exploitative activities with children including child labour or trafficking

Adult safeguarding

Volunteers and staff must not:

- Sexually abuse or exploit at risk adults
- Subject an at risk adult to physical, emotional or psychological abuse, or neglect

Protection from sexual exploitation and abuse

Volunteers and staff must not:

- Exchange money, employment, goods or services for sexual activity. This includes any exchange of assistance that is due to beneficiaries of assistance
- Engage in any sexual relationships with beneficiaries of assistance, since they are based on inherently unequal power dynamics

Additionally, volunteers and staff are obliged to:





- Contribute to creating and maintaining an environment that prevents safeguarding violations and promotes the implementation of the Safeguarding Policy
- Report any concerns or suspicions regarding safeguarding violations by a volunteer or staff member to the designated trustee for safeguarding.

ENABLING REPORTS

A Touch of Gentleness will ensure that safe, appropriate, accessible means of reporting safeguarding concerns are made available to staff and the communities we work with.

We will also accept complaints from external sources such as members of the public, partners and official bodies.

HOW TO REPORT A SAFEGUARDING CONCERN

Staff or volunteers who have a complaint or concern relating to safeguarding should report it immediately to the designated trustee for safeguarding. Their details are as follows:

Jeremy Brooks

email: brooks.jeremy@sky.com

phone: 07788 590762

RESPONSE

A Touch of Gentleness will follow up safeguarding reports and concerns according to policy and procedure, and legal and statutory obligations.

A Touch of Gentleness will apply appropriate disciplinary measures to staff or volunteers found in breach of policy.

A Touch of Gentleness will offer support to survivors of harm caused by staff or associated personnel, regardless of whether a formal internal response is carried out (such as an internal investigation). Decisions regarding support will be led by the survivor.

CONFIDENTIALITY

It is essential that confidentiality is maintained at all stages of the process when dealing with safeguarding concerns. Information relating to the concern and subsequent case management should be shared on a need-to-know basis only and should be kept secure at all times.





Please see over for glossary of terms.

GLOSSARY OF TERMS

Child: A person below the age of 18

Harm: Psychological, physical and any other infringement of an individual's rights

Psychological harm:

Emotional or psychological abuse, including (but not limited to) humiliating and degrading treatment such as bad name calling, constant criticism, belittling, persistent shaming, solitary confinement and isolation

Protection from Sexual Exploitation and Abuse (PSEA):

The term used by the humanitarian and development community to refer to the prevention of sexual exploitation and abuse of affected populations by staff or associated personnel. The term derives from the United Nations Secretary General's Bulletin on Special Measures for Protection from Sexual Exploitation and Abuse (ST/SGB/2003/13)

Safeguarding:

In the UK, safeguarding means protecting peoples' health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect¹

In our sector, we understand it to mean protecting people, including children and at-risk adults, from harm that arises from coming into contact with our staff or programmes.

Safeguarding applies consistently and without exception across our programmes, volunteers and staff. It requires proactively identifying, preventing and guarding against all risks of harm, exploitation and abuse and having mature, accountable and transparent systems for response, reporting and learning when risks materialise. Those systems must be survivor-centred and also protect those accused until proven guilty.

Safeguarding puts beneficiaries and affected persons at the centre of all we do.

Sexual abuse:

The term 'sexual abuse' means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.

Sexual exploitation:

The term 'sexual exploitation' means any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not

¹ NHS 'What is Safeguarding? Easy Read' 2011





limited to, profiting monetarily, socially or politically from the sexual exploitation of another. This definition includes human trafficking and modern slavery.

Survivor:

The person who has been abused or exploited. The term 'survivor' is often used in preference to 'victim' as it implies strength, resilience and the capacity to survive, however it is the individual's choice how they wish to identify themselves.

At risk adult:

Sometimes also referred to as vulnerable adult. A person who is or may be in need of care by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation. An adult is vulnerable if they feel vulnerable in the specific circumstances of the encounter

