



*Rebuilding Lives in the Community*

## **Safeguarding Policy (updated 2020 taking account in particular of the National Lottery funding requirements on safeguarding policies)**

### **1. Applicability**

This policy applies to all staff, including the Chief Operating Officer as the senior manager of the Charity, the Board of Trustees and Members of Spelthorne Rentstart, its volunteers and, if relevant, any sessional workers, agency staff, students or anyone working on behalf of Spelthorne Rentstart. This policy contains guidance on preventing and responding to incidents of actual or suspected abuse. A zero-tolerance approach to abuse is expected from all employees, volunteers, managers, and persons connected to Spelthorne Rentstart at all times. Any actions taken will aim to respect persons' dignity, privacy and beliefs, whatever their race (which includes racial heritage or racial culture), religion, language, gender, disability, age or sexual orientation, economic status or otherwise. This policy should be read alongside our policies on data protection, whistleblowing and our equality statement which are available and accessible on the intranet site.

### **2. Purpose**

- To safeguard clients who use Spelthorne Rentstart's services.
- To provide all staff, volunteers and others involved in providing Spelthorne Rentstart services with the overarching principles that guide our charity's approach to safeguarding.
- Safeguarding is about preventing and responding to allegations of abuse, harm or neglect of clients at risk.

Spelthorne Rentstart does not directly provide support to adults with children and the clients it provides services to will be 18 or over. In respect of safeguarding of children, we accept that all safe guarding is child centred to their needs and that where occasion arises, we could be under a duty to report matters to the police or to social services in order to protect the interests of a child.

For the avoidance of doubt we are not a registered care provider under The Care Act 2014 as we do not provide care services. The Care Act 2014 introduces a duty to promote wellbeing when carrying out our support functions. This is sometimes referred to as "the wellbeing principle" because it is the guiding principle that puts wellbeing at the heart of care and support services. We have read Spelthorne Borough Council's own safeguarding policy and much of our own policy reflects the approach that is taken to the principles as set out in that document.



## *Rebuilding Lives in the Community*

Promoting wellbeing means actively seeking improvements, at every stage, in relation to an individual seeking support from Spelthorne Rentstart, ensuring that individuals feel empowered to participate as fully as possible.

### **3. Expectations and commitment**

- We will encourage a culture and ethos which deters any sort of abuse
- We will regularly consider whether our policies and practices require revision to combat any risk of abuse.
- Providing appropriate and regular training for staff and volunteers in aspects of abuse and protection and ensure that their knowledge is updated at least annually as a matter of course. Those staff who have direct contact with clients will be expected, where appropriate, to have more advanced training. The Chief Operating Officer is responsible for ensuring that support workers receive sufficient induction to understand and fulfil their responsibilities and there is an expectation that safeguarding training must be attended within 6 months of commencing support work and updated every three years as a minimum.
- Treating all reports of abuse seriously, and respond immediately to any suspicion or evidence of abuse or neglect (including whistleblowing) to ensure the safety and protection of clients, including passing on concerns to Social Services where this is appropriate and also the Police if appropriate. Implementing improvements to the policy and any procedures if an investigation into abuse reveals deficiencies in the way in which Spelthorne Rentstart operates.
- In operating this policy Spelthorne Rentstart will ensure an individual's communication needs will be considered at all times.
- We will ensure that all staff and volunteers are fully conversant with our Whistle-blowing policy.
- It is expected that all volunteers and employees or any person providing services to clients of Spelthorne Rentstart will maintain professional standards at all times in their dealings with the public and clients. They will never engage in inappropriate relationships with a client, inappropriate physical or sexual acts, allow inappropriate language to be used unchallenged or let any safeguarding concerns that they have go unchallenged, unrecorded or not acted upon.
- It is important to ensure that consent is sought from adults who have either been abused or are considered to be at risk of abuse prior to concerns being shared with social services or the police and the views of the client should be fully taken into account if there is an investigation into any alleged actions by a support worker. Such consent may be overridden in some circumstances where there are concerns that a person is not able to freely



## *Rebuilding Lives in the Community*

consent because they have been threatened or coerced, or there are concerns about mental capacity, or where a crime has or may have been committed against an adult who has insufficient mental capacity, or where not proceeding to notify the authorities might prevent or prejudice the detection of crime. It is accepted that these issues can be complex and staff should seek help and support from the Chief Operating Officer or, if that is not considered possible, the designated Trustee Safeguarding Officer. The current designated Trustee Safeguarding Officer is Carol Parker (e-mail [caroljparker218@gmail.com](mailto:caroljparker218@gmail.com))

- Staff and Volunteers who are concerned about safeguarding risks are expected to fully record incidents in writing and to notify the Chief Operating Officer immediately, or if that is not possible or appropriate the designated Trustee Safeguarding Officer. This should not delay reporting serious matters to the Police if a client is considered to be in danger.
- Any Safeguarding complaints against Spelthorne Rentstart will be investigated by the designated Trustee Safeguarding Officer who will report back to the Board of Trustees.
- Spelthorne Rentstart will never withhold information that may place any adult or child at risk of harm or abuse, or which may hinder the prevention or detection of a crime.

#### **4. Actions Resulting from Safeguarding**

- If an employee who is subject to disciplinary procedures following safeguarding concerns resigns their position in the course of those procedures, the disciplinary procedures will be followed to their conclusion.
- Spelthorne Rentstart reserves the right to refer any persons who have been dismissed or resigned following allegations of breach of safeguarding to the necessary authorities if it is believed they may seek to work with vulnerable adults or with children in the future.
- The Board of Trustees will be responsible for ensuring that any actions or recommendations following a safeguarding episode are implemented fully and that all necessary learning is taken from the episode in order to minimise the risk of a similar occurrence.