

## GROUNDWORK EAST

### POLICY NO 3 SAFEGUARDING CHILDREN, YOUNG PEOPLE & ADULTS

Groundwork East attaches a high priority to the welfare of children, young people and adults who engage in its activities. Groundwork East believes that no child, young person, or adult at risk should ever experience abuse, neglect, or exploitation of any kind. We have a duty of care to promote the welfare of all children, young people and adults at risk and to keep them safe, and we are committed to working in ways that protect them. This policy applies to all staff, including senior managers and the board of trustees, paid staff, volunteers or anyone working on behalf of Groundwork East.

#### **Statement of Intent**

It is the policy of the Groundwork East to:

- protect children, young people and adults at risk who participate in the activities and services that we provide. This includes the children of adults who use our services and those children too young to participate in session but attending with adults and siblings;
- provide staff and volunteers with the principles and good practice guidelines to enable them to meet their safeguarding responsibilities.
- ensure our safeguarding policies and procedures are consistent with the *Working Together to Safeguard Children 2023* statutory guidance, the *Care Act 2014*, the Prevent Duty, and the local Safeguarding Partnership and Adult Safeguarding Board where we operate.

Groundwork East will:

- appoint designated safeguarding leads to oversee concerns, referrals, and safeguarding practice;
- ensure procedures are aligned with relevant local authority arrangements and safeguarding thresholds;
- promote and provide an environment where children, young people and adults at risk feel secure, are enabled to talk and are listened to
- apply safer recruitment practices, including enhanced DBS checks where appropriate, and maintain systems for ongoing monitoring and support of staff and volunteers;
- handle all personal and sensitive data in accordance with UK GDPR and the Data Protection Act 2018;
- ensure all Trustees, staff and volunteers understand our duty of care are appropriately trained for their role, and are aware of the Prevent Agenda, whistleblowing procedures and how to report concerns both within and outside the organisation;
- work in partnership with other agencies to keep children, young people, and adults at risk safe;
- consider the risks associated with digital, online, and remote activity to ensure safe participation for children, young people, and adults at risk;
- monitor compliance with safeguarding procedures, review incidents, and address concerns promptly and effectively;
- provide the appropriate level of support to children, young people and adults at risk who have suffered significant harm and to staff involved in any safeguarding issue;

This policy has a twofold purpose of safeguarding children, young people and adults at risk from abuse and also protecting Groundwork East staff, volunteers and Directors from allegations of abuse. If we protect vulnerable children, young people and adults at risk, we will also protect ourselves.

This policy will be reviewed annually, or sooner if required by changes in legislation, guidance, or at the discretion of the Chair



**Carolyn Reid**  
**Chief Executive**  
**Date: September 2025**



**Patrick Hughes**  
**Chair**

Other policies and procedures that support this policy are as follows: 02 - Health and Safety; 04 - Diversity & Equal Opportunities; 10 - Whistle Blowing; 19 - Data Protection; 26 - Discipline