

GROUNDWORK UK POLICY



Safeguarding Policy

Last review date: February 2026

Next review date: February 2027

If you have a question or concern relating to safeguarding, or have received a safeguarding disclosure or complaint, please contact a member of the Groundwork UK Safeguarding team via the contact details below:

Role	Name	Phone	Email
Designated Safeguarding Lead	Andy Harrison, Head of Delivery & Learning	07802 930828	Andrew.Harrison@groundwork.org.uk
Deputy Designated Safeguarding Lead	Philippa Neate, Programmes Coordinator	07715 169568	Philippa.Neate@groundwork.org.uk
Deputy Designated Safeguarding Lead	Sarah Duncan, Learning, Impact & Quality Manager	07826 558154	Sarah.Duncan@groundwork.org.uk
Deputy Designated Safeguarding Lead	Joe Osborne, Programmes Coordinator	07912 281015	Joe.Osborne@groundwork.org.uk
Trustee Safeguarding Champion	Vacant	NA	

Policy Statement

This policy applies to all staff, including senior managers and the board of trustees, paid staff, volunteers, anyone working on behalf of Groundwork as well as young people, adults at risk and learners engaging with our services and activities. We also recognise that we have safeguarding responsibilities for adults, particularly young adults and care experienced young people, who are not legally defined as vulnerable but due to specific set of circumstances require additional consideration in the planning and delivery of services e.g. organisation of work placements and residentials.

The purpose of this policy is 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;
- provide staff and volunteers with the principles and good practice guidelines to enable them to meet their safeguarding responsibilities.

Groundwork believes that a child, young person or adult at risk should never experience abuse of any kind. We have a responsibility to promote the welfare of all children, young people and adults at risk and to keep them safe. We are committed to practice in a way that protects them.

We recognise that:

- the welfare of the child is paramount, as enshrined in the Children Act 1989;
- all people, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have a right to equal protection from all types of harm or abuse;
- some children, young people and adults at risk, including care experienced young people, are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues;
- working in partnership with children, young people, adults at risk, their parents and carers, and other agencies is essential in promoting their welfare.
- Every adult has the right to be treated with dignity, have their choices respected and be happy and secure in their activities with Groundwork.

We will seek to keep children, young people and adults at risk safe by ensuring we:

- provide a safe environment for children, young people and adults at risk to take part in any activity or access any service organised by Groundwork;
- support children, young people and adults at risk to be aware of their own safety and to keep themselves safe;
- promote an environment where children, young people and adults at risk feel secure, are enabled to talk and are listened to;
- make decisions based on the needs of children, young people and adults at risk;
- have clear safeguarding policies and procedures which are in line with the Local Safeguarding Partnership and Adult Safeguarding Board in the areas in which we operate;
- appoint a Safeguarding Team who will take lead responsibility for dealing with safeguarding issues;

- 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;
- create a culture of safer staff recruitment and adopt recruitment procedures that help deter, reject or identify people who might abuse children, young people or adults at risk;
- promote a culture of transparency where all staff feel able to challenge and raise concerns about poor or unsafe practice, and address these concerns sensitively and effectively;
- ensure all members of staff receive safeguarding training appropriate to their roles;
- ensure all members of staff who work with children, young people and adults at risk have regular supervision and can access support when needed;
- understand our duty of care to children, young people and adults at risk and staff who undertake our activities;
- ensure that children, young people and adults at risk are kept safe when we work in partnership with other agencies;
- carry out an annual review of the Safeguarding Policy and procedures, and make changes as soon as possible if any gaps or weaknesses are identified;
- reflect on safeguarding concerns and cases to ensure that lessons are learned and applied to practice;
- make the policy and procedures available to children, young people, adults at risk and their parents or carers on request.

Definitions

Child or Young Person

The protection of children and young people according to the terms of the Children Act 1989 defines a child/young person as someone under the age of 18. In this policy, the terms child and young person are used interchangeably.

Adult at risk

An adult at risk is someone aged 18 years or over and at risk of abuse or neglect because of their needs for care and support.

The Care Act 2014 introduced statutory safeguarding duties. The safeguarding duties apply to an adult who:

- Has needs for care and support (whether or not the local authority is meeting any of those needs)
- Is experiencing, or is at risk of, abuse or neglect, and
- As a result of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it

Groundwork also includes in this definition adults we work with who may not have care or support needs but are at risk of abuse due to their circumstances.

Legal framework and policy and procedure references

This policy and supporting procedures are underpinned by the following legislation and guidance:

- Children Act 1989
- United Nations Convention on the Rights of the Child 1991
- Sexual Offences Act 2003
- Children Act 2004
- Mental Capacity Act 2005
- Safeguarding Vulnerable Groups Act 2006
- Equality Act 2010
- Protection of Freedoms Act 2012
- Care Act 2014
- Children and Social Work Act 2017
- Data Protection Act 2018
- Working Together to Safeguard Children 2023
- Information Sharing: Advice for practitioners providing safeguarding services to children, young people, parents and carers; HM Government 2018
- What to do if you are worried a child is being abused: advice for practitioners; HM Government 2015
- Keeping Children safe in education 2025
- Understanding and identifying radicalisation risk in your education setting 2023
- Prevent duty guidance: England and Wales 2023
- Domestic Abuse Act 2021

This policy should be read alongside the following policies and procedures which also support safeguarding within our organisation:

- Complaints
- Dignity at Work
- Disciplinary
- Email and Internet
- Flexible Working
- Grievance
- Health and safety
- Recruitment and Selection
- Risk Management
- Staff Handbook
- Whistleblowing

This Policy document is accompanied by a Safeguarding Handbook containing detailed guidance and procedures.

We are committed to reviewing our policy and procedures annually.