



## **Safeguarding Policy**

### **1. Protection of Young People and Vulnerable Adults**

This policy outlines the Centre's commitment to safeguarding young people and vulnerable adults who may engage with the Centre. It highlights the responsibilities of the Centre in ensuring their safety and well-being during interactions within the institution. The Centre recognizes the importance of creating a safe and supportive environment and takes all necessary measures to protect individuals from harm or abuse.

### **2. Ensuring the Safety and Well-being of Individuals**

To protect young people and vulnerable adults, the Centre implements the following practices:

- **Risk Management:** All activities, programs, and environments are regularly assessed for potential risks to the safety of young people and vulnerable adults. This includes physical safety, emotional well-being, and protection from abuse.
- **Safe Interactions:** Clear guidelines are established for appropriate interactions between staff, students, and vulnerable individuals to ensure healthy, respectful, and safe relationships.
- **Staff Training:** All staff members undergo safeguarding training to ensure they are aware of potential risks and are equipped with the knowledge to protect vulnerable individuals.
- **Support Systems:** The Centre provides access to counseling, support services, and safe spaces for individuals who may need assistance, ensuring they have a place to go if they feel unsafe or need support.

### **3. Reporting Concerns Regarding Safety**

If any concerns arise about the safety or well-being of young people or vulnerable adults, they must be reported following a specific procedure:

- How to Report a Concern:
  - Concerns should be reported immediately to the designated safeguarding lead (DSL) or a member of the safeguarding team. This can be done through an in-person meeting, a phone call, or by completing a formal report document.
  - In cases where a concern is urgent, it must be reported without delay to ensure immediate action can be taken.
- **Confidentiality and Sensitivity:** All concerns will be handled with confidentiality and sensitivity to ensure the safety and dignity of all involved. Reports will be investigated promptly and thoroughly.

- **Information Support:** Employees, students, or external aspects that cause concerns are supported and protected from all forms of retaliation or negative results for conscientious reports.

## 4. Designated Safeguarding Lead and Responsibility

The safeguarding of young people and vulnerable adults is overseen by a designated individual or team:

- **Role of defined protection leadership:**The DSL is responsible for:
  - Coordinating safeguarding procedures and ensuring that all concerns are addressed appropriately.
  - Providing guidance and training to staff on safeguarding matters.
  - Acting as the primary contact for reporting and handling safeguarding concerns.
- **Other Safeguarding Team Members:** In addition to the DSL, other designated staff members are trained in safeguarding procedures to assist with any concerns and ensure all cases are handled professionally and promptly.
- **Responsibility of the entire organization:** All members of the center, including employees, students, and volunteers, have collective responsibility for protection and will pay attention to the identification and reporting problems as expected.

