

Safeguarding Policy

May 2025

Review Date: May 2026

POLICY STATEMENT

Action4Youth are fully committed to the belief that all children¹ have a fundamental right to be protected from harm and abuse and fully recognise their responsibility for safeguarding and to promote the welfare of children. The safety and protection of all children that Action4Youth supports is paramount and has priority over all other interests.

Action4Youth acknowledges its duty to act appropriately with regards to any allegations towards an employee/volunteer, or towards any disclosures or suspicion of abuse.

This policy refers to the safeguarding of children. For Safeguarding Adults refer to:

- Safeguarding Adults
- Safeguarding Adults Processes and Procedures

This policy has been developed in accordance with those principles and the below policies:

- Children Acts' 1989 and 2004
- [*Working Together to Safeguard Children 2023 \(Department for Education, 2023\)*](#)
- [*Keeping Children Safe in Education 2023 \(Department for Education, 2023\)*](#)

Action4Youth culture and values:

- All children have a right to protection from harm and abuse, regardless of age, ability, gender, racial heritage, religious beliefs, sexual orientation, identity, or additional vulnerabilities, including protected characteristics.
- All children will be treated equitably, fairly and with respect and dignity.
- All allegations, reports or suspicions of abuse should be taken seriously and responded to promptly as per the [Action4Youth Safeguarding Process and Procedures](#) document.
- Employees/volunteers will be kept updated with regards to changes in legislation and policies for the protection of children through internal communications and training.

¹ Children/child: This policy uses child/children for anyone who is anyone under the age of 18 years. Action4Youth predominantly to children as young people across policies. Where a young person is between 16-18 and requiring support and protection, consideration is required as to which legal framework best fits each person's needs and circumstances.

- All Trustees, employees/volunteers will have an appropriate DBS check in line with the eligibility of their role and core employees to add their certificate on the Update Service.
- There is a Designated Safeguarding Lead (DSL) at each Action4Youth site who has undertaken DSL training.

RESPONSIBILITIES (ORGANISATION)

Action4Youth has appointed the Governance and Organisational Effectiveness Subcommittee (a subcommittee of the Board of Trustees) with responsibility for safeguarding and the implementation of this policy.

It is the responsibility of the Designated Safeguarding Leads and Additional Safeguarding Lead to be a direct point of contact for employee/volunteers who have a safeguarding concern, to record any concerns and to take appropriate action.

- Aylesbury, Designated Safeguarding Lead –
Emily Davis, emily.davis@action4youth.org 07391 408595
- Aylesbury, Additional Safeguarding Lead –
Sarah Simmons, sarah.simmons@action4youth.org 07391 408594
- Caldecotte Xperience, Designated Safeguarding Lead–
Rich Wyatt, rich.wyatt@action4youth.org, 07494 647014
- The Junction, Designated Safeguarding Lead,–
Paul Dyne, paul.dyne@action4youth.org 07435 943322

RESPONSIBILITIES (EMPLOYEES/VOLUNTEERS)

Never assume that others are monitoring a child. Others may have concerns but as an Action4Youth employee/volunteer you could be the only person taking action.

Employees/volunteers must follow the Safeguarding Processes and Procedures Policy to ensure that concerns are responded to appropriately.

The Office Manager is responsible for ensuring all employees/volunteers receive annual Safeguarding Training.

POLICIES AND PROCEDURES

In addition to this policy all employees/volunteers must read and understand the following policies;

- Safeguarding Processes and Procedures
- Employee Handbook
- E-Safety and Digital Safeguarding Policy
- Whistleblowing Policy
- Safer Recruitment Policy
- Data Protection Policy
- Professional Ethics Policy

Action4Youth will review this policy annually and amend in line with relevant legislation and updates.

CONFIDENTIALITY

Action4Youth operates a policy of confidentiality. All employees/volunteers must be aware that they have a professional responsibility to share information as appropriate in order to safeguard and protect children as well as maintaining confidentiality by not sharing information beyond this

EXTERNAL PROVIDERS

Action4Youth ensures that, where appropriate, organisations from which it commissions services have safeguarding policies and procedures in place.

Organisations will be asked to provide copies of their:

- DBS checks for delivery employee and volunteers
- Safeguarding Policy

- Risk Assessments