



Statement of Purpose

The purpose of this policy statement is:

- To protect from harm children and young people who receive Homemaker's services. This includes the children of adults who use our services.
- To provide staff and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to child protection.

This policy applies to anyone working on behalf of Homemaker, including Directors and the board of trustees, paid staff and volunteers.

Homemaker's Safeguarding Policy and Procedure follows the guidance issued for non- statutory agencies in "Working Together to Safeguard Children" (2018). It has been drawn up based on legislation, policy and guidance that seeks to protect children in England. A summary of the key legislation is available from nspcc.org.uk/learning.

We believe that:

- Children and young people should never experience abuse of any kind
- We have a responsibility to promote the welfare of all children and young people, to keep them safe and to practice in a way that protects them.

Homemaker recognises that;

- The welfare of the child remains paramount
- All children whatever their age, culture, disability, gender, language, racial origin, religious beliefs and/ or sexual identity have the right to be protected from harm or abuse.
- Some children 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, their parents, carers and other agencies is essential in promoting young people's welfare.

Homemaker will ensure that;

- Staff will receive training in and remain alert to the possibility of child abuse and neglect in their day to day interactions with all clients.
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately
- All staff (paid/unpaid) working in the organisation have a responsibility to report concerns to Vanessa Handley, the Designated Safeguarding Officer.

In addition, Homemaker will ensure that all staff and volunteers:

- Have been checked for suitability for working with children via the Disclosure and Barring Service and understand the responsibilities and limits of their role in safeguarding children

- Are alert to the possibility of child abuse and neglect in all environments in which they work and have contact with children, either directly or indirectly
- Have access to training opportunities to promote their knowledge
- Receive regular supervision where they have an opportunity to discuss casework issues relating to safeguarding
- Know how to report any concerns they have about possible abuse or neglect
- Are vigilant about their own actions so they cannot be misinterpreted e.g. not being alone with children without alerting others to the reason, ensuring all allegations, however minor, are passed on immediately to the line manager
- Promote and maintain links with local statutory agencies in relation to both general and specific child protection matters

Homemaker seeks to keep children and young people safe by;

- Valuing, listening and respecting them
- Appointing a Designated Safeguarding Officer (DSO) for children and young people, a deputy and a lead trustee for safeguarding
- Adopting child protection and safeguarding best practice through our policies and procedures and Code of Conduct for staff and volunteers
- Providing effective management for staff and volunteers through supervision, support, training and quality assurance measures so that all staff and volunteers know about, and follow our policies, procedures and behaviour codes confidently and competently.
- Recruiting staff and volunteers safely, ensuring all necessary checks are made
- Recording information professionally and securely in line with data protection legislation and guidance.
- Using our safeguarding procedures to share concern and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
- Using our procedures to manage any allegations against staff and volunteers appropriately
- Creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to deal with any which may occur
- Ensuring we have effective complaints and whistleblowing measures in place.
- Building a safeguarding culture where staff, volunteers and all those using Homemaker's services treat each other with respect and are comfortable about sharing concerns.

Related policies and procedures

This policy statement should be read alongside our organisational policies, procedures and other related documents, including:

- Staff procedures for safeguarding children and young people, including
 - guidance to staff and volunteers relating to the role of the DSO,
 - dealing with disclosures and concerns,
 - urgent referrals,
 - the role of MASH/ The Gateway,
 - allegations against staff
- Privacy and data protection
- Code of conduct and ethics
- Recruitment and selection
- ICT systems
- Dignity at work

- Complaints procedure
- Whistleblowing
- Health and safety procedures
- Induction, training and development and staff review

Contact Details

Designated Safeguarding Officer (DSO)

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Deputy DSO

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