

Safeguarding Policy

Purpose

The purpose of this safeguarding policy is to safeguard all individuals, especially children, young people, and at-risk adults, who engage with Repair & Share Foyle C.I.C. Our goal is to prevent harm by proactively identifying and addressing potential risks associated with the actions of staff, volunteers, and affiliated personnel. Additionally, we are committed to ensuring that our programs and activities are designed and implemented with the highest standards of safety and protection.

Scope

This Safeguarding Policy applies to:

- Staff: All employees of Repair & Share Foyle C.I.C., including full-time, part-time, and temporary staff.
- Volunteers: All individuals who offer their time and services voluntarily to Repair & Share Foyle C.I.C.
- Contractors: All external contractors who are engaged by Repair & Share Foyle C.I.C. for various services.
- Associated Personnel: Consultants, visitors, and other stakeholders while they are working with or representing Repair & Share Foyle C.I.C.

Policy Statement

Repair & Share Foyle C.I.C. is dedicated to ensuring that every individual—regardless of age, gender identity, disability, sexual orientation, or ethnic origin—has the right to be free from harm, abuse, neglect, and exploitation. We maintain a zero-tolerance stance towards any form of abuse or exploitation by our staff or associated personnel.

Our approach to safeguarding is grounded in proactive prevention, effective reporting, and robust response mechanisms. We are dedicated to creating and maintaining a safe environment for everyone who engages with our organisation.

Reference	Version	Date released	Approved by
RSF-011	1	25/08/24	Caroline McGuinness-Brooks
This policy is communicated and published on the company website for all interested parties.			
This policy is subject to periodic review and change to ensure it remains valid. The policy may be reviewed when prompted by context, such as developments in legislation, industry practice, or the organisation.			
The live version of this policy can be found in the employee handbook and is the only version that is controlled.			

Legal Framework



This policy is informed by relevant UK safeguarding legislation, including but not limited to the Children Act 1989, the Care Act 2014, and the Safeguarding Vulnerable Groups Act 2006. Repair & Share Foyle C.I.C. will ensure that all activities are compliant with current legal standards and best practices.

Prevention

At Repair & Share Foyle C.I.C., we are dedicated to proactive measures that prevent harm and ensure a safe environment for everyone involved.

Our responsibilities as an organisation include:

- Ensuring that all staff and volunteers are well-informed about their safeguarding responsibilities and fully understand the policy and procedures.
- Design and conduct activities in a manner that reduces the risk of harm, ensuring that safety is a key consideration in the planning and execution of all activities.
- Implement stringent safeguarding protocols in the recruitment, management, and deployment of staff and volunteers.
- Provide continuous safeguarding training tailored to the specific roles and responsibilities within the organisation, ensuring that everyone is aware of current legislation and policies.
- Foster and maintain a safe and supportive environment that actively prevents abuse and promotes the well-being and dignity of all participants.

Staff and Volunteer Responsibilities:

- **Zero Tolerance for Abuse:** All staff and volunteers must actively avoid engaging in, condoning, or ignoring any form of abuse, exploitation, or neglect towards children and at-risk adults. It is essential to uphold the highest standards of protection for these vulnerable individuals.
- **Prohibition of Inappropriate Relationships:** All staff and volunteers are strictly prohibited from engaging in any sexual relationships with beneficiaries or offering/exchanging goods or services in return for sexual favours. Maintaining clear professional boundaries is crucial to ensure a safe and respectful environment.
- **Commitment to a Safe Environment:** All staff and volunteers have a responsibility to contribute to a secure and supportive environment. Any concerns regarding potential safeguarding violations must be reported immediately, following established procedures.

Reporting



At Repair & Share Foyle C.I.C., we are committed to providing accessible and safe mechanisms for reporting safeguarding concerns. Our procedures ensure that staff, volunteers, and external individuals can report suspected abuse or policy violations effectively and confidentially.

We have a Designated Safeguarding Lead (DSL) who is trained to handle safeguarding issues with discretion and promptness. Our current DSL is Caroline McGuinness-Brooks.

All safeguarding concerns reports should be made using our Safeguarding Reporting Form. This form will be available on our website, in our premises and be provided in our volunteer and employment packs. This form can be completed with the help of the DSL or by direct submission. The form can be completed anonymously. Completed forms can be emailed or posted to Repair & Share Foyle C.I.C.

All volunteers and staff will be encouraged to complete safeguarding training to ensure they are well-informed about the reporting process.

Response

Repair & Share Foyle C.I.C. is dedicated to providing support to individuals affected by harm, regardless of the outcome of any internal investigations. We will ensure that all safeguarding concerns are addressed promptly, confidentially, and with respect. We will make every effort to connect those affected with appropriate professional services and guidance. Our goal is to ensure that individuals receive the support they need while maintaining strict confidentiality.

Confidentiality

Confidentiality is crucial in handling safeguarding concerns. All information will be managed on a need-to-know basis and securely stored to protect the privacy of those involved.

Review

This policy will be reviewed annually to ensure it remains relevant and effective. The next review is scheduled for 16th September 2025.