



Safeguarding Children, Young People and Vulnerable Adults

Policy Statement

The following information establishes the position and expectations of Cancer Active Recovery Support in relation to the protection of children, young people and vulnerable adults, with whom trustees, Instructors and Volunteers may come into contact in the course of their duties and who carry out 'controlled' or 'regulated' activities as defined by the Home Office.

Safeguarding

To ensure the safeguarding of all children and vulnerable adults within the work environment of the Charity, Cancer Active Recovery Support will:

- Ensure our Safeguarding Policy complies with the requirements of the Safeguarding Vulnerable Groups Act 2006 and the National Lottery Community Fund – Policy for Grant Holders guidance on Safeguarding and Protecting Children and Adults at Risk (18th June 2019),
- Review our Safeguarding Policy every year,
- Ensure all trustees, Instructors and Volunteers who work with vulnerable adults and children are aware of Cancer Active Recovery Support's commitment to safeguarding and have read and understood the Safeguarding Policy,
- Have a designated person with lead responsibility for Safeguarding – Mrs L Milner.
- Identify nominated employees at a local level with the responsibility for managing safeguarding issues.

Safeguarding Children and Young People:

For the purposes of this procedure, a child or young person is anyone under the age of 18.

Types of Abuse Affecting Children

- Physical abuse – deliberate physical harm or injury.
- Emotional abuse – persistent emotional maltreatment affecting development.



- Sexual abuse – forcing or enticing a child to take part in sexual activities.
- Neglect – failure to meet a child’s basic physical or emotional needs.
- Child exploitation, online abuse, bullying, and radicalisation may also constitute safeguarding concerns.

If a Child Makes a Disclosure

- Remain calm and listen carefully.
- Reassure the child that they have done the right thing by telling you.
- Do not promise confidentiality.
- Do not ask leading questions or investigate.
- Record the exact words used where possible.
- Report immediately to the Designated Safeguarding Lead (DSL).

Safeguarding Adults at Risk:

An adult at risk is a person aged 18 or over who may require care and support and may be unable to protect themselves from abuse or neglect.

Types of Abuse Affecting Adults

- Physical abuse.
- Domestic abuse.
- Psychological or emotional abuse.
- Sexual abuse.
- Financial or material abuse.
- Discriminatory abuse.
- Neglect or acts of omission.
- Self-neglect and organisational abuse.

If an Adult at Risk Makes a Disclosure

- Listen carefully and take the concern seriously.
- Respect the adult’s views and wishes where appropriate.
- Explain that information may need to be shared to keep people safe.
- Do not investigate the concern yourself.
- Record factual information only.
- Report immediately to the DSL or appropriate authority.



Safer recruitment

Cancer Active Recovery Support will ensure that;

- All relevant role profiles and job advertisements contain a statement outlining Cancer Active Recovery Support's commitment to safeguarding children and vulnerable adults,
- All relevant role profiles identify to applicants that their role is subject to the relevant security checks including DBS clearance and satisfactory references,
- Any interview for a 'controlled' or 'regulated' role will consist of a panel of no less than two people and that during the interview the recruiters will discuss with the applicant:
 - Any breaks in employment of over 4 weeks to establish the reason.
 - That the role is exempt from the Rehabilitation of Offenders Act due to its sensitive nature and ask the applicant to disclose any previous convictions etc.
 - Ask the applicant to complete and sign a declaration to disclose any criminal convictions they have.
- During Induction, all new starters in 'controlled' or 'regulated' roles will receive guidance and training on Cancer Active Recovery Support's Safeguarding Policy,
- For any roles within Education the recruitment process will follow best practice as identified in the guidance notes entitled 'Safeguarding Children and Safer Recruitment in Education', issued on 14th November 2006.

DBS and Vetting

Cancer Active Recovery Support will ensure that all roles which carry out 'controlled' or 'regulated' activities:

- Will be subject to enhanced DBS checks.
- All DBS data is held in accordance with Cancer Active recovery Support's Data Protection Policy.
- Individuals unsuitable to work with children or adults at risk will not be appointed.



Reporting Safeguarding Concerns

- All safeguarding concerns must be reported immediately to the Designated Safeguarding Lead (DSL) – Mrs L Milner.
- In an emergency or where there is immediate danger, emergency services must be contacted by dialling 999.
- Staff and volunteers must not investigate safeguarding concerns themselves.
- Accurate written records of concerns, disclosures, and actions taken must be maintained.

Roles and Responsibilities

- The Board of Trustees has overall responsibility for safeguarding governance.
- The Designated Safeguarding Lead (DSL) has responsibility for managing safeguarding concerns and referrals.
- All trustees, staff, instructors, and volunteers have a duty to report safeguarding concerns.

Policy Review

This policy will be reviewed every year or sooner if legislation, guidance, or organisational requirements change.