

SPACEMAKER

SPACEMAKER VULNERABLE PERSONS POLICY

Introduction

This policy outlines the procedures to be followed to safeguard vulnerable persons who are in contact with our organisation. This policy has been developed to ensure that all employees, volunteers and associates understand their responsibilities in relation to safeguarding and promoting the welfare of vulnerable persons. This policy applies to all staff, volunteers and associates who have direct or indirect contact with vulnerable persons.

Definition of Vulnerable Persons

For the purposes of this policy, vulnerable persons are defined as individuals who are at risk of harm or exploitation because of their age, disability, gender, race, religion, sexuality, or any other characteristic which may make them vulnerable.

Responsibilities of the Organisation

The organisation is committed to safeguarding vulnerable persons and promoting their welfare. To achieve this, the organisation will:

Ensure that all staff, volunteers and associates are aware of their responsibilities in relation to safeguarding and promoting the welfare of vulnerable persons.

Ensure that all staff, volunteers and associates who work directly with vulnerable persons have been subject to appropriate background checks.

Provide training to all staff, volunteers and associates on the signs and symptoms of abuse and neglect, and on the correct procedures to follow if they suspect that a vulnerable person is being abused or neglected.

Ensure that all incidents or allegations of abuse or neglect are reported to the designated person responsible for safeguarding vulnerable persons.

Take appropriate action to investigate any allegations of abuse or neglect, and ensure that appropriate action is taken to protect the vulnerable person from harm.

Ensure that all information relating to vulnerable persons is kept confidential, and is only shared with those who have a legitimate need to know.

Ensure that all staff, volunteers and associates who work with vulnerable persons are aware of the organisation's policies and procedures in relation to safeguarding and promoting the welfare of vulnerable persons.

Responsibilities of Employees, Volunteers and Associates

All employees, volunteers and associates have a responsibility to safeguard vulnerable persons and promote their welfare. To achieve this, all employees, volunteers and associates must:

Be aware of the signs and symptoms of abuse and neglect, and report any concerns to the designated person responsible for safeguarding vulnerable persons.

Treat all vulnerable persons with respect and dignity, and ensure that their rights and wishes are respected.

Ensure that any concerns or complaints raised by vulnerable persons are taken seriously and are dealt with appropriately.

Ensure that all information relating to vulnerable persons is kept confidential, and is only shared with those who have a legitimate need to know.

Comply with the organisation's policies and procedures in relation to safeguarding and promoting the welfare of vulnerable persons.

Conclusion

This policy is designed to ensure that vulnerable persons are safeguarded and that their welfare is promoted. The organisation is committed to ensuring that all employees, volunteers and associates are aware of their responsibilities in relation to safeguarding and promoting the welfare of vulnerable persons, and that appropriate action is taken to protect vulnerable persons from harm.