

Safeguarding Policy

In addition to making themselves familiar with this policy, all trustees and helpline volunteers should undertake designated safeguarding training. This training will be notified to relevant individuals on joining the charity. Refresher training will be notified to all relevant individuals periodically.

Organisation

Education Otherwise Association is registered as a Charity (1055120). The Charity is managed by a Board of Trustees. The Officers of the Board consist of a President, Chair and a Treasurer. Our postal address is 61 Bridge Street, Kington, HR5 3DJ.

Education Otherwise may come into contact with children and vulnerable adults through the following activities:

- Attendance at training or social events, both formal and informal;
- Attendance at conferences and meetings;
- Providing advice and assistance to groups and individuals.
- Operating the Education Otherwise Youth Panel
- Operating the Education Otherwise helpline
- Operating the Education Otherwise report service

The types of contact which Education Otherwise has with children and vulnerable adults when providing our services to service users is indirect (not in person) and direct. A Disclosure and Barring Service (DBS) check is required for all Education Otherwise trustees.

All trustees, trustee associates and relevant volunteers must accept Disclosure and Barring Service checks on joining Education Otherwise and periodically as and when required.

When operating the Education Otherwise Youth Panel, trustees, or trustee associates will come into unsupervised contact with children by video or occasionally in person. All trustees, or trustee associates who have unsupervised video contact with Youth Panel members are required to be DBS checked and cleared for working with children and vulnerable adults. All trustees, or trustee associates who have unsupervised, in person contact with Youth Panel members are required to be DBS checked and cleared for working with children and vulnerable adults. In addition, written consent must be obtained from a parent or carer for the Youth Panel member to attend any such in person contact.

All communications with Youth Panel members under age 18 years must be supervised by an adult trustee or trustee associate with safeguarding training and DBS clearance.

Policy

This policy applies to all trustees, trustee associates, volunteers, paid staff (if any), students or any other person, or persons working for or on behalf of Education Otherwise. Education

Otherwise makes a positive contribution to a strong and safe community by recognising and supporting the rights of every individual to stay safe.

Purpose of policy

This policy seeks to ensure that Education Otherwise undertakes its responsibilities in respect of protection of children and vulnerable adults seriously and we are committed to practise in a way that protects vulnerable groups. We will respond to concerns appropriately.

The policy establishes a framework to support all of those who volunteer and work for us in their practices and clarifies the organisation's expectations.

Legal framework

This Policy has been drawn up on the basis of law and guidance as follows:

- The children Act 1989
- United Nations Convention on the Rights of the Child (UNCRC) 1991
- Data Protection Act 2018
- General Data Protection Regulations 2018
- Human Rights Act 1998
- Sexual Offences Act 2003
- Safeguarding Vulnerable Groups Act 2006
- Protection of Freedoms Act 2012
- Children and Families Act 2014
- Public Interest Disclosure Act 1998
- Offender Rehabilitation Act 2014

What is safeguarding

Safeguarding is the embedding of practices throughout the organisation which ensure the protection of children and vulnerable adults from any form of abuse wherever possible. Child and adult protection is about responding to circumstances that arise.

Safeguarding also includes embedding of practices throughout the organisation which ensure the protection of trustees, trustee associates and volunteers from any form of abuse wherever possible.

What is abuse

Abuse is any act of oppression and injustice, exploitation and manipulation of power, particularly by those in a position of authority. This can be caused by those inflicting harm or those who fail to act to prevent harm. Abuse is not restricted to any socio-economic group, gender or culture.

Abuse can take a number of forms, including the following:

- Physical abuse
- Sexual abuse
- Emotional abuse

- Bullying
- Neglect
- Control and coercion
- Financial (or material) abuse.

Definition of a child

A child is any person under the age of 18 years.

Definition of vulnerable adults

A vulnerable adult is a person aged 18 years or over who may be unable to take care of themselves, protect themselves from harm, or from being exploited, including those who are:

- Elderly and frail
- Have a mental illness including dementia
- Have a physical, or sensory disability
- Have a learning disability
- Have a severe physical illness
- Are substance misusers
- Are homeless.

Education Otherwise values

We recognise that all children and vulnerable adults regardless of age, disability, gender, racial heritage, religious belief, sexual orientation, or identity have a right to equal protection from all types of harm and abuse.

We recognise that some children and adults are more vulnerable because of their previous experiences, their level of dependency, communication needs and other issues personal to each individual.

Where applicable, Education Otherwise will work in partnership with other agencies to safeguard children and vulnerable adults.

We recognise that our trustees, trustee associates and volunteers are entitled to feel safe and we have adequate insurance in place. Our trustees, trustee associates and volunteers will receive supervision, support and training as required and are encouraged to raise any questions and concerns with our President Dr Fe Mukwamba-Sendall or our Chair Rebecca Silverwood.

Implementation

We will safeguard children and vulnerable adults by:

- Valuing each individual, listening to them and respecting them;
- Appointing a designated safeguarding officer for children and vulnerable adults;
- Adopting good safeguarding practices through adherence to our policies and procedures;

- Recording and storing information responsibly, professionally and securely in accordance with our data protection policy;
- Sharing concerns and relevant information with agencies which need to know only and involving children and vulnerable adults appropriately;
- Using our procedures to manage any allegations against trustees, trustee associates, staff and volunteers appropriately;
- Creating and maintaining an anti-bullying environment;
- Ensuring that we have effective complaints measures in place;
- Applying health and safety measures in accordance with the law and relevant guidance.

Reporting

All Education Otherwise trustees, trustee associate or volunteers are required to report any concerns, in the first instance, to the designated safeguarding officers Dr Fe Mukwamba-Sendall or Rebecca Silverwood

A written record of the concern(s) will be completed by the designated safeguarding officer, who will take all necessary steps to investigate and address the concern(s).

All trustees, trustee associates and volunteers have responsibility to follow the guidance laid out in this policy and related policies and to pass on any welfare concerns using the required procedures.

Education Otherwise expects all trustees, trustee associates and volunteers to promote good practice by being excellent role models, contribute to discussions about safeguarding and to positively involve people in developing safe practices.

Whilst undertaking Education Otherwise business, Education Otherwise expects all trustees, trustee associates and volunteers to report any disclosure whatsoever, where a group, or individual indicates that they may harm themselves, or others, to the designated safeguarding officer. Where any trustee, trustee associate or volunteer considers any such disclosure made to constitute immediate risk of significant harm, that disclosure must be reported immediately to the relevant authority. The relevant authority for such disclosures of harm, in England and Wales is the Police. If the risk of significant harm is one of medical urgency, the relevant authority is the NHS. In such instances, the 999 service must be used.

Policy reviewed 8th august 2026