



# **RASASH Safeguarding Policy Statement**

(February 2024)



# RASASH Safeguarding Policy Statement

## Purpose

The safety and wellbeing of our staff, volunteers, and service-users is paramount to RASASH. As an organisation that works towards the prevention and elimination of sexual violence and provides support to survivors, safeguarding is integral to our work.

This policy outlines our commitment to safeguarding and how we embed this within our work. Specifically:

- How we protect adults at risk, children, and young people from harm. This includes the children of adults who use our services.
- How RASASH staff and volunteers apply safeguarding within their work.
- How to report a safeguarding concern.

All RASASH staff, volunteers, Trustees, and contractors are required to adhere to our safeguarding policy. The policy commits to ensure the safety of anyone engaging with RASASH and protect them from harm, abuse, and neglect. RASASH will not tolerate any form of abuse or exploitation by its staff.

## What is safeguarding?

Safeguarding is the action that an organisation takes to promote the welfare of children, young people, and 'at risk' adults to protect them from harm, including physical, emotional, sexual, and financial harm and neglect. This involves appropriate policies, practices, and procedures, including a mechanism to raise concerns and complaints. While safeguarding includes child protection and adult protection, it also includes preventative measures and practices to keep all beneficiaries safe from harm.

In addition, child protection and adult protection covers harm caused by the individual themselves, such as self-harm, self-neglect, or suicide. RASASH has a separate policy on how we support and work with service-users with suicidal ideation. Any child, young person, or 'at risk' adult experiencing suicidal ideation will trigger the safeguarding procedure and be supported in line with best practice detailed in RASASH's suicidal ideation protocol.



## Legal framework

As a charity, RASASH has a duty to ensure robust safeguarding measures are in place. RASASH's policy has been drawn up based on legislation, policy, and guidance that seeks to protect children and adults at risk of harm in Scotland.

### We believe that:

- All children, young people, and adults at risk should be protected from harm.
- That no person should ever be subjected to abuse, harm, or neglect.
- RASASH have a responsibility to promote the welfare and rights of all service-users, to keep them safe, and protect them from harm.

### We recognise that:

- The welfare of children, young people, and adults at risk is paramount in all the work we do.
- Collaborative working is essential in promoting the welfare of service-users.
- Everyone has an equal right to protection from all types of harm or abuse – regardless of their age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation.
- Some people are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs, or other issues and may require extra safeguards.

### We will seek to keep service-users safe by:

- Valuing, listening to and respecting them.
- Appointing a nominated Safeguarding Lead, a deputy, and a lead Trustee for safeguarding.
- Adopting safeguarding best practice through our policies, procedures, and code of conduct.
- 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 and selecting staff/volunteers safely, ensuring all necessary checks are made.
- Recording and storing and using information professionally and securely, in line with data protection legislation and guidance.
- Sharing information about safeguarding and our practice.
- Ensuring that we have effective complaints and whistleblowing measures in place.



- Working in partnership with statutory and voluntary organisations to address safeguarding concerns and involving service-users appropriately.
- Using our procedures to manage any allegations against staff and volunteers.
- Ensuring that we provide a safe physical environment for our service-users, staff, and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance.
- Building a safeguarding culture where staff and volunteers, service-users, and other agencies, treat each other with respect and are comfortable about sharing concerns.

## We will apply the following principles when safeguarding:

### **Empowerment**

People are supported and encouraged to make their own decisions and informed consent.

*"I am asked what I want as the outcomes from the safeguarding process and this directly inform what happens."*

### **Prevention**

It is better to take action before harm occurs.

*"I receive clear and simple information about what abuse is. I know how to recognise the signs, and I know what I can do to seek help."*

### **Proportionality**

The least intrusive response appropriate to the risk presented.

*"I am sure that the professionals will work in my interest and they will only get involved as much as is necessary."*

### **Protection**

Support and representation for those in greatest need.

*"I get help and support to report abuse and neglect. I get help so that I am able to take part in the safeguarding process to the extent to which I want."*

### **Partnership**

Services offer local solutions through working closely with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.



*"I know that staff treat any personal and sensitive information in confidence, only sharing what is helpful and necessary. I am confident that professionals will work together and with me to get the best result for me."*

### **Accountability**

Accountability and transparency in delivering safeguarding.

*"I understand the role of everyone involved in my life and so do they."*

## Safeguarding and confidentiality

Service users are provided with a copy of RASASH's Privacy Statement when they start to use the service. Staff will explain this policy and ensure the service-user understands the limits of confidentiality. The limits to our confidentiality include where there are safeguarding concerns e.g. child protection, or adult at risk. A copy of the Privacy Statement is also available on RASASH's website.

RASASH will make every effort to discuss concerns with the service-user(s) involved, the actions that they plan to take, and get the survivor's views on this. However, safeguarding takes precedence over the confidentiality. Consent to share will not be sought when it is believed there is a significant risk to an individual and where failure to act immediately could further endanger the person.

In such cases, RASASH will only share information that is necessary and proportionate. We will inform the survivor of the actions that will be taken and seek to keep them informed and involved as much as possible. The only exception to this is where there is a real risk to the service-user or another person's safety. In all cases, safety and wellbeing will be considered as paramount when making decisions.

If a service-user has a complaint about a decision made by RASASH to share a safeguarding concern, they have a right to raise this via RASASH's complaints procedure or to the Information Commissioner.



## Safeguarding concerns or complaints

RASASH will ensure that safe, appropriate, accessible means of reporting safeguarding concerns are made available to staff and the communities we work with. Any staff reporting concerns or complaints through formal whistleblowing channels will be protected.

Service-users and members of the public, partners, and official bodies are able to make complaints via RASASH's Complaints Policy. A copy of RASASH's complaints policy is made available to all service-users at the start of their service. There are also copies available on our website. This includes information on how to report a concern to the charity regulator for Scotland (OSCR).

RASASH's Privacy Statement also provides information on our confidentiality policy, including when we have a duty to share information as part of a safeguarding concern. This is available on our website and provided to all service-users.

## RASASH Safeguarding Leads

### **Safeguarding Lead**

Name: Meghan Munro, Service Manager

Email: [meghan@rasash.org.uk](mailto:meghan@rasash.org.uk)

### **Trustee Safeguarding Lead**

Name: Hannah Clyne

Email: [hannah.c@rasash.org.uk](mailto:hannah.c@rasash.org.uk)

## Supporting documents

RASASH's safeguarding policy and procedure is supported by our organisational policies, procedures, and guidance. This includes:

- Role description for the designated Safeguarding Lead
- Safer recruitment and selection
- Employee code of conduct
- Induction and training
- Support and supervision
- Health and safety



- Whistleblowing
- Complaints
- Disciplinary and grievance
- Equality and diversity
- Anti-bullying and harassment
- Privacy statement and data protection
- Digital security
- Social media
- Safeguarding procedure (dealing with concerns, recording, and information sharing)
- Suicide policy & protocol

## Review

We are committed to reviewing our policy and good practice annually. The Safeguarding Policy and Procedure was last reviewed on 11 January 2024.

**Signed:**

*Romy Rehfeld*

Chief Executive Officer

**Date:**

6 February 2024