

Safeguarding Policy

Save A Pet Charity

Charity No. 1043095

1. Purpose

Save A Pet Charity is committed to ensuring that all individuals who come into contact with our work—particularly children and vulnerable adults—are protected from harm, abuse, neglect, and exploitation.

This policy outlines our approach to safeguarding and promoting the welfare of all individuals involved in or affected by our activities.

2. Scope

This policy applies to: - Trustees - Staff (paid and voluntary) - Contractors and partners - Anyone representing Save A Pet Charity

3. Definitions

Safeguarding: Protecting people's health, wellbeing, and human rights, enabling them to live free from harm, abuse, and neglect.

Child: Anyone under the age of 18.

Vulnerable Adult: A person aged 18 or over who may be unable to protect themselves from abuse or neglect due to age, disability, or circumstance.

4. Policy Statement

Save A Pet Charity believes that: - Everyone has the right to live free from abuse and exploitation. - Safeguarding is everyone's responsibility. - The welfare of children and vulnerable adults is paramount. - All concerns and allegations will be taken seriously and responded to promptly.

5. Types of Abuse

Abuse may include, but is not limited to: - Physical abuse - Emotional or psychological abuse - Sexual abuse - Neglect - Financial or material abuse - Discriminatory abuse - Exploitation

6. Roles and Responsibilities

Trustees

- Ensure appropriate safeguarding policies and procedures are in place

- Monitor implementation and review annually

Safeguarding Lead

- Act as the first point of contact for concerns
- Maintain records of safeguarding issues
- Liaise with statutory agencies when required

Staff and Volunteers

- Follow safeguarding procedures
- Report concerns immediately
- Participate in safeguarding training

7. Safer Recruitment

Save A Pet Charity will: - Conduct appropriate background checks (including DBS where applicable) - Verify identity and references - Ensure safeguarding is discussed during recruitment

8. Code of Conduct

All representatives must: - Treat everyone with respect and dignity - Avoid situations where they are alone with a child or vulnerable adult without appropriate safeguards - Not engage in inappropriate physical or verbal behaviour - Report any concerns or suspicions

9. Reporting Concerns

If a safeguarding concern arises: 1. Ensure immediate safety of the individual 2. Report to the Safeguarding Lead as soon as possible 3. Record the concern accurately and factually 4. Do not investigate personally

If the concern involves the Safeguarding Lead, report directly to a Trustee.

10. Responding to Disclosures

- Listen carefully and remain calm
- Do not promise confidentiality
- Reassure the individual they have done the right thing
- Record the information accurately
- Report immediately

11. Confidentiality and Data Protection

- Information will be shared on a need-to-know basis only
- Records will be stored securely in line with data protection laws

12. Working with External Agencies

Save A Pet Charity will cooperate with: - Local authorities - Police - Social services - Other relevant organisations

13. Training

All staff and volunteers will receive: - Basic safeguarding training - Role-specific training where required - Regular updates and refreshers

14. Review

This policy will be reviewed annually or following any significant incident or change in legislation.