



## Safeguarding Policy

May 2017 (To be reviewed May 2018)



## Contents

<b>1. Purpose .....</b>	<b>3</b>
<b>2. Policy Statement.....</b>	<b>3</b>
<b>3. Scope .....</b>	<b>3</b>
<b>10. Who is responsible for the policy.....</b>	<b>4</b>
<b>11. Related policies and procedures .....</b>	<b>4</b>
<b>12. Date and frequency of review .....</b>	<b>4</b>



## 1. Purpose

The purpose of this policy is to ensure compliance with all safeguarding regulations, and to ensure our business is conducted in a safe and responsible manner. This policy applies to all the territories that we as an organisation operate in.

## 2. Policy Statement

This policy sets out the key principles that all Premier Advisory Group staff should be adhering to with regard to safeguarding children, young people and adults at risk of harm or abuse, and recognises that it is a shared responsibility between all staff members.

In order to achieve this the following objectives will be promoted:

- Clear lines of accountability within the organisation for safeguarding
- Robust communication and escalation processes
- Staff training and continuing professional development to ensure staff are competent to undertake their roles and responsibilities in relation to safeguarding children and adults at risk.
- Effective information sharing
- Safe working practices including recruitment, vetting and barring procedures.

We recognise that:

- The welfare of any children, young people or adults that we engage with as part of our work is paramount
- Some children, young people or adults may be particularly vulnerable because of the impact of previous experiences, their levels of dependency, communication needs or other issues
- Regardless of age, ability or disability, gender reassignment, race, religion or belief, sex or sexual orientation, socio-economic background, children, young people and adults have rights to equal protection from all types of harm or abuse.

We seek to keep children, young people and adults safe by:

- Valuing, listening and respecting them
- Appointing a designated responsible senior manager
- Adopting child protection and safeguarding practices through procedures and a code of conduct for all staff
- Using safeguarding procedures to share concerns and relevant information with other relevant agencies.



### 3. Scope

#### 3.1 Who is covered by the policy?

This policy applies to all employees (whether permanent, fixed-term or temporary), consultants, contractors, trainees, seconded staff, home workers, casual workers and agency staff, volunteers, interns, agents, sponsors, or any other person associated with us, or any of our subsidiaries or their employees, wherever located.

#### 3.2 Legal Framework

This policy has been drawn up on the basis of law and guidance that seek to protect children, young people and adults, namely:

- Care Act 2014
- Care and Support Statutory Guidance (Chapter 14 – Safeguarding)
- Children Act 1989 and 2004
- Working Together to Safeguard Children (2015) – statutory guidance
- Promoting the Health and Well-being of Looked After Children – statutory guidance
- SEND code of practice: 0 to 25 years
- Sexual offences Act 2003
- United convention of the Right of the Child 1991.

### 4. Who is responsible for the policy

The Directors have overall responsibility for ensuring this policy complies with our legal and ethical obligations, and that all those under our control comply with it. The Managing Director has primary and day-to-day responsibility for implementing this policy and for dealing with any queries on its interpretation. Management at all levels are responsible for ensuring those reporting to them are made aware of and understand this policy and are given adequate and regular training on it.

All employees are responsible for the success of this policy and should ensure they use it to disclose any suspected safeguarding issues.

### 5. Related policies and procedures

- Recruitment policy
- Health and safety policy
- Equalities Policy

### 6. Date and frequency of review

This policy is to be review annually. The next review is due in May 2018.



If you have any concerns or queries in relation to this policy or your obligations, please make these known to PAG's Director, David Noble.

