

Document Control

Title	Safeguarding Policy
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Owner	Director of Ops & HR
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Related policies	Supporter vulnerability policy Whistleblowing Complaints Grievance

Version History

Version number	Date published	Key updates
V1.1	March 2023	Change in safeguarding personnel
V1.2	Aug 2023	Updates to related policies
V1.3	Sep 2023	Added: Definitions, Policy, staff DBS, safer recruitment, ref to flowchart, reporting form, whistleblowing.
V1.4	Mar 2024	Expanded recruitment and induction section to be more relevant to volunteers
V1.5	Aug 2025	Updated the Safeguarding Leads

Purpose of Policy

This policy sets out how we safeguard children and vulnerable adults, as is our legal and moral duty. At Surfers Against Sewage our staff and volunteers will work directly with children and vulnerable adults, particularly through our communities programmes. We recognise and respect the right of every individual to stay safe, and our legal responsibilities under the Care Act 2014.

We work on the principles that:

- The welfare of the child and/ or adult at risk is paramount and all adults have the right to protection from abuse.
- There are no excuses for not taking all reasonable action to protect adults at risk and children from abuse, exploitation, radicalisation and mistreatment. We have a zero-tolerance approach to abuse.

For reasons of consistency and practicality, our procedures for safeguarding vulnerable adults are the same as those for safeguarding children and young people except where the law, or the specific circumstances of an individual's need require otherwise.

Definitions

Adult at risk of abuse or neglect: For the purposes of this policy, *adult* at risk refers to someone over 18 years old who, according to paragraph 42.1 of the Care Act 2014:

- has care and support needs
- is experiencing, or is at risk of, abuse or neglect

- as a result of their care and support needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

If someone has care and support needs but is not currently receiving care or support from a health or care service they may still be an adult at risk.

Children and young people are defined as *those persons aged under 18 years old*. "Safeguarding and promoting the welfare of children" is defined in Working Together 2018 as:

- protecting children from maltreatment
- preventing impairment of children's health and development
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- taking action to enable all children to have the best outcomes

Policy commitments

- We will create an environment where volunteers and staff feel able to raise safeguarding concerns and feel supported with their safeguarding responsibilities.
- We provide information about our safeguarding policy on request and make sure that children, young people and their families/carers know where to go for help if they have a concern;

Recruitment and induction

- We follow safer recruitment best practice for staff and volunteers, ensuring all necessary checks are made, including checking identity and employment history.
- All staff will be made aware of this policy and related procedures as part of their induction process.
- Certain staff will be required to complete safeguarding training (via SafeCIC) prior to working with children or vulnerable adults. This will be provided and refreshed every three years. Training is provided to ensure all staff and volunteers are alert to possible signs of abuse, and familiar with recording and reporting requirements.
- Where relevant, volunteers will be made aware of this policy and our commitments during their onboarding process, and depending on their role this may extend to safeguarding training (via SafeCIC).
- All staff in the Education Team, or staff or volunteers working directly with children or vulnerable adults, will need to complete an enhanced Disclosure and Barring Service (DBS) check.

Reporting

- All volunteers and staff are required to report any suspected abuse and be aware of the appropriate reporting and support procedure for safeguarding, mindful that this includes the reporting of people at risk of radicalisation and extremism.
- We are committed to working with appropriate agencies to ensure the reporting of abuse is appropriate and in line with local, national and Charity Commission requirements and Information Sharing guidance.
- Any immediate concerns should be recorded in the Reporting Incident Form (more information below), and this should be provided as soon as possible to the safeguarding lead.

Requirements of specific scenarios

- **Images and data:** We will record, store and use information and images professionally and securely, in line with data protection legislation and guidance
- **Donations:** Specifically related to vulnerable adults, we will not take a donation if we know, or have good reason to believe, that a person lacks capacity to make a decision to donate, or is in vulnerable circumstances, which mean they may not be able to make an informed decision. Refer to our Supporter Vulnerability Policy for more information.
- **Beach cleans:** When Surfers Against Sewage staff or volunteers organise a beach clean, all children under the age of 16 & vulnerable adults must be accompanied by a responsible adult.
- **Work in schools:** When Surfers Against Sewage staff or volunteers deliver a school talk or talk to another community group, they must be supervised by an adult who has overall responsibility for the children or vulnerable adults (e.g. Teacher, Group Leader).
- **Ratios for activities:** Staff to child supervision ratios for education activities such as Ocean School need to be 1:10 and there always needs to be a teacher from the school present. If the school's own regulations state a lower supervision ratio, then SAS will adhere to the school guidelines.

Non-compliance

- Failure to exhibit behaviours which promote safeguarding and the welfare of children or vulnerable adults, including failing to act in response to a suspected safeguarding incident, will be dealt with under SAS disciplinary procedures.
- The designated safeguarding lead is also the first point of contact for suspected policy breach. Where a safeguarding lead is implicated, staff should use the Whistleblowing procedure.

Useful resources

- [Flowchart for responding to a suspected safeguarding incident](#)
- [Incident reporting form](#)

Key contacts

- The safeguarding staff lead is the first point of contact for suspected concerns, and responsible for following up safeguarding incidents.
- The Surfers Against Sewage Safeguarding Lead is Head of Communities.
- The lead trustee has overall legal responsibility for our safeguarding approach. This is currently Lesley Kazan-Pinfield lesley@zazweb.co.uk