



SAFEGUARDING POLICY

Responsible Officer: Mervyn Morgan Designated Safeguarding Lead (DSL)

1. Policy Statement

The ITP Support Association is committed to ensuring a safe and supportive environment for everyone who engages with our services, particularly children, young people, and adults at risk. We recognise our duty to safeguard and promote their welfare and wellbeing, and to take appropriate action when concerns arise.

We believe that:

- Everyone has the right to live free from abuse, harm, and neglect.
- We have a responsibility to safeguard the welfare of all who come into contact with our organisation.
- All concerns or allegations of abuse will be taken seriously and responded to appropriately.

2. Purpose of this Policy

This policy aims to:

- Set out the principles and procedures for safeguarding
- Provide guidance for trustees, staff, and volunteers
- Ensure compliance with relevant UK safeguarding legislation

3. Legal and Regulatory Framework

This policy is based on the following legislation and guidance:

- Children Act 1989 and 2004
- Care Act 2014
- Working Together to Safeguard Children (2018)
- Charity Commission Safeguarding Guidance
- UK GDPR and Data Protection Act 2018

4. Scope

This policy applies to:

- All trustees, staff, contractors, volunteers, and anyone working on behalf of the Charity
- All beneficiaries, including children and adults at risk

MEDICAL ADVISORY PANEL

UK: Prof. A.C Newland; Dr A.B. Provan; Dr W Lester; Dr J Thachil; Dr N. Cooper Dr J Grainger; Dr M Richards; Dr C Bagot, Dr V McDonald,
Ireland: Dr G Crotty **USA:** Prof. S Cataland; Dr C Neunert, Prof D Kuter,



5. Definitions

- Safeguarding: Protecting people's health, wellbeing, and human rights, enabling them to live free from abuse and neglect.
- Adult at Risk: A person aged 18 or over who has care and support needs and may be unable to protect themselves.
- Child: A person under the age of 18.
- Abuse: A form of maltreatment that may include physical, emotional, sexual abuse, or neglect.

6. Safeguarding Responsibilities

Trustees:

- Ensure safeguarding is embedded in the Charity's governance
- Monitor compliance and review safeguarding risks

Designated Safeguarding Lead (DSL):

- Point of contact for safeguarding concerns
- Ensure concerns are acted on, recorded, and referred appropriately
- Maintain safeguarding records securely

Staff and Volunteers:

- Complete safeguarding training
- Understand and follow safeguarding procedures
- Report concerns immediately to the DSL

7. Recognising and Responding to Abuse

Everyone must be alert to signs of abuse, which may include:

- Unexplained injuries or behavior
- Withdrawal or fearfulness
- Neglect or poor hygiene
- Disclosure of abuse

If someone is at immediate risk:

Call 999

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If you have a concern:

- Report it to the DSL as soon as possible
- Do not investigate or promise confidentiality
- Record the concern factually and accurately

8. Reporting and Recording

All safeguarding concerns must be:

- Reported to the Designated Safeguarding Lead
- Logged in a confidential safeguarding record
- Referred to statutory agencies (e.g. Local Authority, Police) where necessary

9. Safer Recruitment

The Charity follows safer recruitment practices, including:

- Written application and interview process
- Identity and reference checks
- Disclosure and Barring Service (DBS) checks where appropriate
- Induction and safeguarding training for new staff and volunteers

10. Code of Conduct

All representatives must:

- Treat others with dignity and respect
- Avoid situations that could be misinterpreted
- Report all concerns about a child or adult at risk

11. Confidentiality and Information Sharing

We handle all safeguarding information securely and in line with the Data Protection Act 2018. Information will be shared with statutory services only where it is necessary to protect someone from harm.

12. Whistleblowing

Concerns about the conduct of someone within the Charity must be reported to the DSL or Chair of Trustees. If concerns are not properly addressed, individuals may contact the Charity Commission or Local Authority Safeguarding Team.

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The ITP Support Association

REG. CHARITY NO. 1064480

13. Review and Monitoring

This policy will be reviewed annually or sooner if there are changes in legislation or practice. Safeguarding incidents and training records will be monitored by the Board.

14. Contact Details

Designated Safeguarding Lead (DSL):

Name: Mervyn Morgan

Email: mervyn.morgan@itpsupport.org.uk

Phone: 07751569137

NSPCC Helpline: 0800 800 5000

Charity Commission: www.gov.uk/guidance/safeguarding-duties-for-charity-trustees

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