

## **Safeguarding Policy**

Kidney Care UK believes that no child, young person or adults at risk should ever have to experience harm or abuse of any kind and should always be treated with dignity and respect. We have a responsibility to promote the welfare of all children, young people and adults at risk and to keep them safe. We are committed to practice in a way that protects them and require every member of staff, volunteer or representative of the charity to share this commitment.

It is the responsibility of all representatives of Kidney Care UK to raise any concerns they have, or which are reported to them. This policy applies to all staff, including senior managers and the board of trustees, paid staff, volunteers/sessional workers, agency staff, students, work experience employees or anyone working on behalf of Kidney Care UK.

This policy should be read alongside the Charity's other policies and procedures.

### **The purpose of this policy is:**

- To protect children, young people and adults at risk who receive Kidney Care UK services. This includes the children of adults who use our services;
- To provide Trustees, Senior Management, staff and volunteers with the overarching principles that guide our approach to safeguarding;
- To identify key personnel who will act as a 'safeguarding lead' when an issue of safeguarding is raised through our patient-related work or within the organisation.

### **Legal Framework**

This policy has been drawn up on the basis of law and guidance that seeks to protect children, young people or adults at risk including but not limited to:

- Children Act 1989
- United Convention of the Right of the Child 1991
- General Data Protection Regulation 2018
- Data Protection Act 2018
- Human Rights Act 1998
- Sexual Offences Act 2003
- Children Act 2004
- Charities Act 2011
- Equality Act 2010
- Care Act 2014
- Safeguarding Vulnerable Groups Act 2006
- Working together to Safeguard Children 2015
- 'A child-centred system' 2011
- Protection of Freedoms Act 2012
- The Children and Families Act 2014
- The Children and Social Work Act 2017
- Institute of Fundraising – Treating Donors Fairly
- The Code of Fundraising Practice – The Fundraising Regulator

### **We recognise that:**

- The welfare of the child, young person or adults at risk is paramount

- Some children, young people or adults are especially vulnerable due to the impact of previous experiences, their level of dependency, their communication needs or other issues
- All children, young people and adults at risk regardless of their age, disability, gender, race, religious beliefs, sexual orientation or identity, have the right to equal protection from harm
- Working in partnership with children, young people, their parents, adults at risk, carers and other agencies is essential in promoting the welfare of those we need to protect.

**We will aim to keep children, young people and adults at risk safe by:**

- Valuing them, listening to them and respecting them as individuals.
- Ensuring concerns or allegations of abuse or neglect will always be taken seriously and investigated.
- Ensuring all managers employees, volunteers and representatives have access to, and are familiar with this policy and know their responsibilities within it.
- Providing effective management for all trustees, staff and volunteers through supervision, support and training at a level commensurate with their role.
- Recruiting trustees, staff and volunteers using safer recruitment best practice, ensuring all necessary checks are completed.
- Sharing concerns with relevant agencies and involving parents, children, and carers appropriately.

**Roles and Responsibilities**

Safeguarding individuals at risk is everyone's responsibility. However, Kidney Care UK Managers, and ultimately Directors, hold overall accountability for this Policy and its implementation.

It is the responsibility of all Kidney Care UK Managers to ensure delivery of this policy and to promote it in all aspects of their work, to hold themselves and others to account and to help create a safe environment for all.

**Strategic Safeguarding Lead for Kidney Care UK: Director of Patient Support Services Jan Gough**

**Designated Safeguarding Lead (DSL) for Kidney Care UK:**

Head of Advocacy  
Matt Bassett

**Designated Safeguarding Person (DSP)**

Joanna Bates  
Claire Joyce  
Ewen Maclean  
Jackie Pilcher  
Martin Plowman

All concerns about safeguarding issues must be reported to the immediate line manager and a Kidney Care UK DSP within 24 hours. Reporting of safeguarding issues relating to Patient Support and Advocacy work will normally go back to the responsible health care team for the individual. Where appropriate and depending on the type of issue identified, the appropriate organisations will be notified.

These may include, but are not limited to the following:

- Care Quality Commission – care
- Police – crime
- Social Services – family/care
- General Medical Council – Professional misconduct
- Nursing and Midwifery Council (NMC) – Professional misconduct (Nurses)

**Recording**

In accordance with our own procedures for capturing patient information, any safeguarding issue will be recorded on a Safeguarding Reporting Form.

**Training**

We will ensure all new staff in Patient Support Services receive safeguarding training as part of their induction. Existing Patient Support Services staff will receive annual safeguarding. All other existing staff will receive awareness training and if need does arise specific safeguarding training will be provided. Safeguarding bulletins will be provided to maintain profile and awareness within the organisation.

**Disclosure and Barring Service (DBS) checks**

All staff who have contact with patients and carers providing advice, guidance and support receive an enhanced DBS check covering children and adults. Checks are updated every three years. This includes checks for our Advocacy and Counselling Services as well as staff answering calls from patients.

**Review**

We are committed to reviewing our policy and updating our working practice regularly including safeguarding training annually.