**SAFEGUARDING POLICY**

**Introduction**

GROW FOR LIFE (GFL) is working exclusively with Adults aged 18 or over and is committed to safeguarding all adults involved in the organisation whether it be as trainees, staff, volunteers, or hosts. This Policy and the accompanying guidance outline GROW FOR LIFE’S approach to Safeguarding and should be read in conjunction with the following policies and documents:

* Procedure in the case of allegation of abuse
* Health and Safety Policy, including risk assessments
* Data Protection and Privacy Notice
* Guidance for Staff, Guidelines for Volunteers and Hosts, Expectations for Trainees

This policy follows guidelines set out in Bath & North East Somerset’s (B&NES) Safeguarding Adults Multi-Agency Procedures, March 2015 and on their websites at www.bathnes.gov.uk and www.safeguarding-bathnes.org.uk/adults. This policy applies to all staff and volunteers involved in any way with Grow for Life and will be reviewed annually.

**Principles**

GFL is committed to promoting an ethos amongst all those involved in the organisation of mutual respect and tolerance in respect of a person’s colour, sexuality, disability or gender. It is committed to doing everything possible to prevent, report and confront abuse wherever it is found and recognises that:

* It is the human right of all adults to live a life that is free from abuse, neglect and disrespect
* Adults can be at risk from various forms of abuse
* Abuse may be committed by anyone, including those who are in a trusting relationship with another vulnerable adult

GFL will:

* Ensure that staff and volunteers are aware of this policy and the accompanying guidance.
* Ensure that any allegations of abuse are taken seriously and reported to the relevant agency.
* Ensure that everyone who comes to GFL knows that they can report concerns of abuse.
* Take seriously any allegation that a member of staff/volunteer/trainee or host has committed abuse. Such allegations will be reported to the appropriate agency for investigation.
* Work in accordance with local arrangements and systems for Safeguarding Adults as set out by Bath and North East Somerset.

GFL ensures that all adults are safeguarded by prevention and promotion including:

* Robust staff recruitment to include DBS check
* Comprehensive Health and Safety policy.
* Thorough risk assessments
* Detailed Guidance for Staff, volunteers and hosts
* Thorough risk assessment of each adult at referral
* Detailed Data Protection and Privacy notice to safeguard people’s personal information.

The Trustees will ensure that the organisation complies with the law as well as ensuring that effective policies and procedures are in place.

A named Trustee will be responsible for Safeguarding. This is currently Denise Weikert.

The Operations Manager will be responsible for ensuring that staff and volunteers comply with the policies and procedures.

All staff will be required to sign a copy of this policy to demonstrate that they have read the policy and other related policies and that they are committed to comply with these policies.