

## **WOMEN'STEC Commitment to Safeguard**

**WOMEN'STEC** is a charitable training organisation providing quality training for women in non-traditional skills. In delivering training, we come into direct and indirect contact with women, some of whom may be at risk of harm. Our services are delivered to adults, some of whom may be at risk and to young women under 18 years of age. This policy defines anyone under the age of 18 as a child. We believe that every individual should be treated with dignity and respect and have their choices respected regardless of ethnicity, sexuality, disability or beliefs. All management, staff and volunteers at **WOMEN'STEC** have a responsibility to safeguard children or adults at risk of harm and promote their welfare.

Staff and volunteers in **WOMEN'STEC** accept and recognise our responsibilities to develop awareness of the issues that cause adults or children harm, and to establish and maintain a safe environment for them. We will not tolerate any form of abuse, wherever it occurs or whoever is responsible. We are committed to promoting an atmosphere of inclusion, transparency and openness and are open to feedback from the people who use our services, carers, advocates, parents, our staff and our volunteers with a view to how we may continuously improve our services/activities.

The staff and volunteers in **WOMEN'STEC** are committed to practice, which promotes the welfare of children and adults at risk and safeguards them from harm. We wish to ensure that all children, young people and adults can participate in an enjoyable and safe environment in which they can feel valued.

We will endeavour to safeguard children, young people and adults at risk by:

- ❖ Adhering to our safeguarding adults and children policy and ensuring that it is supported by robust procedures;
- ❖ Carefully following the procedures laid down for the recruitment and selection of staff and volunteers;
- ❖ Providing effective management for staff and volunteers through supervision, support and training;
- ❖ Implementing clear procedures for raising awareness of and responding to abuse within the organisation and for reporting concerns to statutory agencies that need to know, while involving carers, parents, children, young people and adults at risk of harm appropriately;
- ❖ Ensuring general safety and risk management procedures are adhered to;
- ❖ Promoting full participation and having clear procedures for dealing with concerns and complaints;
- ❖ Managing personal information, confidentiality and information sharing; and
- ❖ Safeguarding children, young people and adults at risk of harm by implementing a code of behaviour for all involved with the organisation, including visitors.

We will review our policy, procedures, code of behaviour and practice at regular intervals, at least once every three years. Our full Safeguarding Policies and Procedures are available on request from any member of staff.