

## **Safeguarding**

### **GoVolHerts – Policy & Guidelines for Organisations**

Every organisation should have a Safeguarding Policy agreed by the Board of Trustees. For organisations working specifically with vulnerable groups, this will be more detailed. All should have policies covering volunteers as well as staff, service users and any others who work alongside or come into contact with your charity, including staff/volunteers from other organisations or family members of service users. A safeguarding policy is there to protect everyone.

Trustees are expected to implement and have oversight of safeguarding, and all staff and volunteers need to be aware of the safeguarding policy and its contents, including how to contact the designated safeguarding lead, and to act in accordance with its provisions.

A safeguarding policy is in place to:

- Protect people from harm
- Ensure that safeguarding concerns can be raised
- Give a framework for dealing with incidents and allegations
- Detail how responses to safeguarding concerns and allegations should be made, including making reports to relevant bodies

There are many types of risk that your organisation's safeguarding policy may need to cover, which could include, but is not restricted to, the following:

- Sexual harassment, abuse and exploitation
- Negligent treatment
- Physical or emotional abuse
- Bullying or harassment
- Health & safety
- Commercial exploitation
- Extremism and radicalism
- Forced marriage
- Child trafficking
- Female Genital Mutilation (FGM)
- Discrimination on any of the grounds outlined in the Equality Act (2010)
- People targeting your charity
- Abuse of a position of trust within a charity and a culture which allows this

Your organisation should also have the following, which everyone should be aware of:

- Code of conduct
- Health & safety policy
- Relevant procedures and checks – e.g. DBS, references etc.
- Bullying and harassment policy
- Whistleblowing policy

General guidance: [Safeguarding and protecting people for charities and trustees - GOV.UK](https://www.gov.uk/guidance/safeguarding-and-protecting-people-for-charities-and-trustees)

[Safeguarding | NCVO](#)

## **Safeguarding and Volunteers:**

[Involving volunteers in your organisation - GOV.UK](#) and [Safeguarding and volunteers | NCVO](#) give specific guidance on safeguarding in relation to volunteers.

## **Safeguarding Children:**

Safeguarding children will apply if your organisation works with, or comes into contact with, those under the age of 18 years.

Further guidance for safeguarding children in England: [Working together to safeguard children 2023: statutory guidance \(publishing.service.gov.uk\)](#)

[Hertfordshire Safeguarding Children Partnership | Hertfordshire County Council](#)

[Safeguarding children and child protection | NSPCC Learning](#)

## **Safeguarding at risk adults**

This will apply if your organisation is working with anyone over the age of 18 years who:

- Has care and support needs
- Is experiencing, or is at risk of, abuse and neglect
- As a result of care and support needs is unable to protect themselves from the risk or experience of abuse or neglect

[Hertfordshire Safeguarding Adults Board | Hertfordshire County Council](#)

## **Online safeguarding**

Operating online carries specific safeguarding risks. Consider if your organisation has adequate control over any website and social media accounts, for example, if volunteers or clients access your services digitally, is their data secure? Some links which may contain useful information:

Safe use of social media: [Charities and social media - GOV.UK \(www.gov.uk\)](#)

GDPR: [UK GDPR guidance and resources | ICO](#)

Supporting children's safety online: [Keep Children Safe Online: Information, Advice, Support - Internet Matters](#)

Fraud prevention: [Guidelines for Charities - Get Safe Online](#)