



Shared City CIC Safeguarding Children and Vulnerable Adults Policy

Shared City CIC is committed to providing access for all to all our activities. We are committed to providing a safe environment and to protect children and vulnerable adults from harm whilst engaged in the activities run by Shared City CIC.

We recognise that we have a responsibility to provide a safe environment for children and vulnerable participants. This document outlines the ways in which we aim to achieve this.

We are committed to ensuring safeguarding practice reflects statutory responsibilities, relevant local government guidance and complies with best practice. Shared City CIC is committed to collaborating with law enforcement, social services, local services and other relevant agencies, in accordance with their procedures.

Shared City CIC will ensure that:

this policy is communicated to all Shared City CIC's project leaders, guides, volunteers and associates ('project leaders') involved with our projects;

all project leaders are made aware of their responsibility to adhere to this policy; and

all project leaders who work or may work with children or vulnerable adults are suitably and appropriately qualified and appropriate Disclosure and Barring Service checks have been carried out, subject to current rules and regulations.

We will act upon any allegations of abuse against a child or a vulnerable adult. All project leaders have a duty to report any suspicions or allegations of abuse to Shared City's Directors, who will ensure that the allegations are recorded and reported to the relevant authorities.

If a complaint is made against a project leader, we will investigate the complaint and take appropriate action, which could include suspension and disciplinary proceedings. It may also be appropriate to inform the police and local authorities' Safeguarding Officer. We will inform the person who made the complaint of the action we have taken.

All project leaders, whose roles require them to interact closely with children or vulnerable adults are briefed regarding the contents of this policy and accompanying appendices and their obligations under it.

The project leaders who are expected to have the most contact with children, will be aware of safeguarding issues and putting this policy into action. They will be further briefed about appropriate behaviour on a case-by-case basis at the outset of any project.



Any event involving young people will be run by a suitably qualified, experienced and trained person who has been briefed in accordance with this policy and our other relevant policies

During family learning activities children must be accompanied by a responsible adult at all times and no unaccompanied children will be permitted to attend family learning events

In the case of supervised visits teachers, group leaders, service providers and other interested parties will be given information on the site or sites they will be visiting, including Health and Safety documentation.

An event involving vulnerable adults will be run by a suitably qualified, experienced and trained person who has been briefed in accordance with this policy and our other relevant policies.

Appropriate risk assessments for all activities are to be carried out prior to events.

Shared City CIC will ensure appropriate action is taken in the event of incidents of, or concerns about, abuse, and provide support to those who raise or disclose the concern and also that confidential and accurate records of all safeguarding concerns are maintained and securely stored.

Occasionally we may photograph events for the purpose of our own records or for publicity. We will only use a photograph where a child aged below 16 or a vulnerable adult feature prominently if we gain consent from a parent/guardian or accompanying adult.

Named lead: Irina Porter, 75 Birchen Grove, London NW9 8RY, tel 02082003438, email: irinaporter@outlook.com

This policy will be reviewed every two years.

Approved by:

Director: Irina Porter

Signature: 

Secretary: Caroline Bourne

Signature: 
Signature:



Date.....27 July 2022