

AVP Stoke Safeguarding Policy and Procedure

Policy Statement:

AVP (Action Versus Poverty) Stoke is committed to safeguarding and promoting the welfare of children, young people, and adults at risk. We believe all individuals, regardless of age, ability, gender, race, religion, belief, sexual orientation, or identity, have the right to be protected from harm and abuse.

1. Purpose

This policy outlines how AVP Stoke prevents and responds to abuse, neglect, and exploitation of vulnerable individuals.

2. Scope

This policy applies to all staff, volunteers, trustees, and anyone working on behalf of AVP Stoke.

3. Definitions

- **Child:** Anyone under the age of 18.
 - **Adult at risk:** A person aged 18+ who may be in need of community care services and is unable to protect themselves from significant harm or exploitation.
 - **Abuse:** A violation of an individual's human and civil rights by any other person or persons.
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4. Roles and Responsibilities

- **Designated Safeguarding Lead (DSL):** *Daniel Stevenson*
- **Deputy Designated Safeguarding Lead (Deputy DSL):** *Angela Smith*

DSLs are responsible for receiving and responding to safeguarding concerns and ensuring compliance with this policy.

5. Code of Conduct

All staff and volunteers must:

- Treat everyone with respect and dignity
 - Avoid physical or verbal abuse
 - Report concerns immediately
 - Not develop inappropriate relationships with beneficiaries
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6. Recognising Abuse

Signs include:

- Physical injuries
 - Changes in behaviour or mood
 - Unexplained financial issues
 - Disclosure from the individual or a third party
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7. Responding to Concerns

Do:

- Stay calm
- Listen carefully
- Reassure the person
- Record the facts as soon as possible
- Report to the DSL immediately

Do Not:

- Promise confidentiality
- Ask leading questions

- Investigate the matter yourself
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8. Reporting Procedures

Step 1: Immediate risk? Call 999

Step 2: Report to DSL (Daniel Stevenson) within 24 hours

Step 3: DSL decides whether to refer to local authority

9. Local Authority Contact Details – Stoke-on-Trent

Children’s Services (Stoke-on-Trent):

- Safeguarding Referral Team: 01782 235100
- Out of Hours: 01782 234234
- Email: SRT@stoke.gov.uk

Adults’ Services (Stoke-on-Trent):

- Safeguarding Adults: 0800 561 0015
 - Email: adultsocialcare@stoke.gov.uk
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10. Confidentiality

Information will be shared only with those who need to know to protect the individual. All records will be stored securely.

11. Training

All staff and volunteers must complete safeguarding training appropriate to their role every two years.

12. Monitoring and Review

This policy will be reviewed annually or after any significant safeguarding incident.

Last reviewed: 1st January 2025
