



Safeguarding Policy

Purpose and Scope of this Policy

The purpose of this policy is to set out the approach of the Jinja Educational Trust (JET) to safeguarding children and at risk or vulnerable adults. It applies to everyone working or volunteering for JET or acting on JET's behalf and informs them of their responsibilities in relation to safeguarding. This policy provides the framework for us to safeguard children with commitment and confidence.

Policy Statement

JET believes that all children and vulnerable adults have the fundamental right to be protected from harm. They all, regardless of age, gender, ability, culture, race, language, religion or sexual identity, have an equal right to protection from all forms of harm, abuse, neglect, harassment and exploitation and the right to feel safe, secure, valued and respected.

We will seek to safeguard children and vulnerable people by:

- Valuing them, listening to them and respecting them.
- Ensuring all staff, volunteers and associated personnel (contractors and other agents) have access to, are familiar with, and know their responsibilities within this policy.
- Designing and undertaking all our programmes and activities in a way that protects people from any risk of harm. This includes the way in which information about individuals in our programmes is gathered and communicated.
- Recruiting and managing staff and associated personnel safely, ensuring all necessary checks are made.
- Sharing information about safeguarding with schools, partners, parents, volunteers and beneficiaries.
- Sharing information about concerns with agencies who need to know, and involving parents and children appropriately.

- Ensuring staff and associated personnel receive appropriate support and training on safeguarding.
- Following up on reports of safeguarding concerns promptly and according to due process.

Responsibilities

Safeguarding and promoting the welfare of children and vulnerable adults is everyone's responsibility and everyone who comes into contact with children and their families and carers has a role to play in safeguarding. All staff and associated personnel should consider, at all times, what is in the best interests of the individuals concerned.

It is important that everyone working for or representing JET:

- Is aware of the types of abuse and neglect so that they are able to identify cases of children or others who may be in need of help or protection.
- Knows what to do if a child or vulnerable adult tells them he/she is being abused or neglected or they receive a report that gives rise to concern for an individual's safety and wellbeing.
- Knows what to do if they have concerns about the conduct or behaviour of a staff member, volunteer or any of JET's partners or representatives, in particular with regard to safeguarding.

With regards to personal and professional conduct, JET staff and associated personnel must not:

- Engage in sexual activity with anyone under the age of 18 or with any beneficiaries of assistance.
- Sexually abuse or exploit children or vulnerable adults, including attempting to exchange money, employment, goods, services or assistance due to beneficiaries for sexual activity.
- Subject a child or vulnerable adult to physical, emotional, psychological abuse, or neglect.
- Engage in any commercially exploitative activities with children including child labour or trafficking.

Additionally JET staff and associated personnel are obliged to:

- Contribute to creating and maintaining an environment that prevents safeguarding violations and promotes the implementation of the Safeguarding Policy.

- Report any concerns or suspicions regarding safeguarding violations by a staff member or associated personnel to the appropriate staff member.

Sue Symonds, JET Trustee, holds overall responsibility for this policy and its implementation. Lorna Barker, JET Country Manager, is the Designated Safeguarding Lead and can offer support to staff and others on implementing this policy.

Responding to disclosures

JET will ensure that safe, appropriate, accessible means of reporting safeguarding concerns are made available to staff, associated personnel and the communities we work with.

It is not the responsibility of JET employees, volunteers, trustees or contractors to decide whether or not abuse has taken place. However there is a responsibility to act on any concerns by reporting these to the JET Country Manager as soon as is reasonably practicable. Should this not be possible or appropriate then a report must be made to Sue Symonds or the Chair of JET UK trustees as soon as is reasonably practicable. Contact details are available at the end of this document.

JET will also accept complaints from external sources such as members of the public, partners and official bodies.

JET will follow up safeguarding reports and concerns according to policy and procedure, and legal and statutory obligations and ensure that accurate and up to date records are securely stored.

Confidentiality

It is essential that confidentiality is maintained at all stages of the process when dealing with safeguarding concerns. Information relating to the concern and subsequent case management should be shared on a need to know basis only and should be kept secure at all times. However, the sharing of information is vital to child protection and therefore the issue of confidentiality is secondary to the need for protection.

Updates to this Policy

This policy will be reviewed annually by the JET UK Trustees. The policy will be updated regularly in line with changes to legislation and statutory guidance as well as in light of practical experience.

www.jinjaedtrust.com

Registered in England & Wales. Charity No. 1107636

Definitions:

Child - everyone under the age of 18.

Vulnerable adult - someone over the age of 18 “who is or may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation.”

Beneficiary - a person eligible to benefit from a charity’s work.

Associated personnel - Contractors, volunteers, partners and anyone else carrying out the work of JET.

Safeguarding - protecting, defending and ensuring the safety of individuals.

DSL – Designated Safeguarding Lead – Person responsible for advising and reporting on Safeguarding matters.

Abuse – cruel or violent treatment.

Emotional abuse – treatment of a person which may diminish their sense of identity, dignity, and self-worth (such as verbal assault, humiliation or intimidation). This abuse has a profound and damaging effect on someone’s emotions.

Physical abuse – deliberately hurting someone and causing injuries (such as bruises, broken bones, burns or cuts).

Sexual abuse – when a person forces or coerces someone against their will into having sexual relations or perform sexual acts, (even within marriage). **All** sexual acts with children are illegal and abusive, including early marriage.

Neglect – this is a deficit in meeting a child's basic needs, including the failure to provide adequate health care, supervision, clothing, nutrition, and housing, as well as their physical, emotional, social, educational and safety needs. It is considered as abuse when these things are not provided by parents that are able to do so, but not when parents are unable to (due to poverty or other difficulties).

Bullying – Regularly repeated behaviour that is intended to hurt someone physically or emotionally.

Contact details

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