Policy name:
Safeguarding Children at Risk Policy

This policy was created to:

Keep children and young people safe from harm or abuse when they use Honeycomb Group services. Make sure everyone who works or volunteers with us knows how to protect children and what to do if they are worried.

What this policy covers

- Children and young people using our services, including those whose parents or carers are our customers.
- All staff, volunteers, students, agency workers, and anyone working on behalf of the Honeycomb Group.
- Guidance on how to recognise and report concerns, and who is responsible for what.

Our goals

- To protect every child from harm or abuse.
- To listen to and respect children and young people.
- To work with families and other organisations to promote children's welfare.
- To make sure our staff are trained, safe to work with children, and supported to do the right thing.

Key terms

- **Safeguarding:** Keeping children safe and promoting their wellbeing.
- **Child protection:** Steps taken to protect a child who is suffering or at risk of harm.
- **Designated Safeguarding Lead (DSL):** A trained person who handles child protection concerns.

- **DBS check:** A background check to ensure staff and volunteers are safe to work with children.

Our approach

- We train all staff and volunteers in safeguarding.
- We make sure all staff have the right checks before working with children.
- We have named safeguarding leads for both adult and children's services.
- We provide clear guidance on what to do if someone is worried about a child.
- We share concerns with the right people and follow up to make sure action is taken.
- We aim to create safe, welcoming spaces and promote respectful relationships.

Legal compliance

This policy follows UK laws and government guidance including:

- Children Acts (1989, 2004)
- Children and Social Work Act 2017
- Domestic Abuse Act 2021
- Sexual Offences Act 2003
- Data Protection Act 2018
- Working Together to Safeguard Children (2015)
- We also follow local safeguarding board procedures for the areas we operate in.

Performance monitoring

- All safeguarding concerns are recorded and reviewed regularly.
- The Safeguarding Leads review cases every quarter and report to the executive team.
- A yearly report goes to the Board, summarising training, concerns raised, and improvements made.
- Monitoring is always done in line with data protection rules.

Data protection

- We store all safeguarding records safely and securely.
- Only the right people have access to this information.
- We follow Honeycomb Group's data protection policy to keep personal information safe.

Date of Policy: August 2026