



# **Safeguarding Children, Young People and Adults Policy**

## POLICY STATEMENT

This policy provides details of our safeguarding commitment and principles for the protection of all young people and vulnerable adults who come into contact with Racing Welfare activities and services.

Racing Welfare believes everyone has the right to live free from abuse or neglect regardless of age, ability or disability, sex, race, religion, ethnic origin, sexual orientation, marital or gender status, maternity.

We are committed to creating and maintaining a safe and positive environment and an open, listening culture where people feel able to share concerns without fear of retribution.

We acknowledge that safeguarding is everybody's responsibility and we are committed to prevent abuse and neglect through safeguarding the welfare of all adults and children involved.

We will ensure that actions taken by Racing Welfare will be consistent with the principles of adult and child safeguarding, ensuring that any action taken is prompt and proportionate.

## ORGANISATION DETAILS

This is the Safeguarding Policy for the Racing Welfare group of charities which includes three operational charities, Racing Welfare (Charity No. 1084042), Racing Homes (Charity No. 1122961), The Rous Charity (Charity No.1068581). The registered office for the group is 20b Park Lane, Newmarket, Suffolk CB8 8QD. During this document, any reference to Racing Welfare includes all charities within the group.

## SCOPE

This policy reflects the requirements and framework set out in the Statutory Guidance Working Together to Safeguard Children 2018 and the Care Act 2014.

The term **young person** has the specific legal meaning of anyone below the age of 18 years. An adult is a person aged 18 or over.

An **adult at risk** is someone who has needs for care and support, and/or is experiencing or is at risk of harm, abuse or neglect and as a result, is unable to protect themselves.

This policy applies to all volunteers, permanent and temporary employees, and all associated persons such as contractors, consultants and others employed under a contract for services. In addition, this policy will apply to any persons involved with work for or on behalf of the organisation in any setting including students, agency workers and partners.

The above will be referred to as Racing Welfare representatives throughout this document.

## PRINCIPLES

Racing Welfare are committed to operate our safeguarding policy and procedures in line with Government guidance and legislation. To undertake the responsibilities bestowed upon us in relation to working with young people and adults at risk, we:

- have a safeguarding team comprising of subject specialists, senior management and trustees committed to safeguarding.
- are clear about peoples' responsibilities and accountability.
- have a culture of listening to young people and adults at risk.
- undertake safer recruitment practices for all staff and volunteers working with young people and adults at risk which can be reviewed in more detail in our Safer Recruitment Policy.
- have procedures for safeguarding young people and adults at risk.
- have procedures for dealing with allegations against, and concerns about, any staff.
- make sure staff, paid and unpaid, have mandatory induction and further safeguarding training, supervision, reviews and support that are relevant to their role. All training is delivered in a timely manner, recorded and renewed as appropriate to their role.
- work in line with our confidentiality and data sharing policies
- have agreements about working with other organisations and agencies.

For detail regarding safeguarding working practices and procedures, e-safety, codes of conduct, record keeping and managing allegations and complaints see the relevant procedure documents listed at the end of this policy.

## SAFEGUARDING GOVERNANCE & RESPONSIBILITY

The responsibility for safeguarding is held by the Safeguarding Team who are made up of the following:

### TRUSTEE REPRESENTATION

Racing Welfare Board – Olivia Broderick

Racing Homes Board – Simon Stockley

### SENIOR MANAGEMENT

Chief Operating Officer – Gemma Waterhouse ([gwaterhouse@racingwelfare.co.uk](mailto:gwaterhouse@racingwelfare.co.uk))

### WELFARE TEAM

Lead Safeguarding Officer- Ryan Trueman [rtrueman@racingwelfare.co.uk](mailto:rtrueman@racingwelfare.co.uk)

Deputy Lead for Safeguarding – Karen Ladym ([kladym@racingwelfare.co.uk](mailto:kladym@racingwelfare.co.uk))

Regional Welfare Manager (Safeguarding Officer) – Lucy Miller  
([Lmiller@racingwelfare.co.uk](mailto:Lmiller@racingwelfare.co.uk))

### MARKETING & COMMUNICATIONS TEAM

Head of Marketing & Communications – Nicola Strong (e-safety lead)

The Safeguarding Team undergo up to date and relevant training as well as keeping up to date with external and internal developments in relation to safeguarding by attending regular team meetings. Safeguarding is included as a standing agenda on all board level committee meetings to ensure that safeguarding remains a focus throughout the organisation from board to operational level.

This policy is reviewed and updated annually by the Safeguarding Team before being approved by the Chief Executive Officer.

## REPORTING AN ISSUE

The role of the Safeguarding team is to manage all enquiries relating to safeguarding including any reporting as well as providing advice and support. If there are any complaints or enquiries in relation to the Lead or Deputy, these should be directed towards the senior management representative, the Chief Operating Officer.

### Step 1:

If you are worried a child, young person or adult at risk has been abused because:

- You have seen something
- Someone says they have been abused
- Someone else has told you they are concerned
- There has been an allegation against an employee
- There has been an anonymous allegation

Consult, Monitor  
& Record

Complete the referral template, password protect and send to [safeguarding@racingwelfare.co.uk](mailto:safeguarding@racingwelfare.co.uk).

*Sign/Date/Time*

*Include name and job role*

### Step 2:

Contact the safeguarding team WITHOUT DELAY. Check this document for information on who is in the Safeguarding Team and in the absence of the Designated Safeguarding Lead please contact another person within the team.

**Any consultations should not delay a referral.  
In an emergency do not delay:**

**dial 999**

### Step 3:

The safeguarding team will refer the concern to the relevant adult's or children's social care service and/or the Police and follow up the referral in writing within 24 hours.

The safeguarding team may also refer to GP, Mental Health Team and/or British Horseracing Authority, where relevant.

If the safeguarding concern does not require a referral but requires monitoring then the safeguarding team will file appropriately.

Under "whistleblowing", anyone can refer directly to the Police, social care services, LADO, the Charity Commission, Protect, SAFECALL or the NSPCC (child concerns only) when they are concerned the organisation is not managing safeguarding concerns appropriately.

The safeguarding team will endeavour to keep the referring officer updated.

Ensure Icaris is kept up to date.

Cases will be reviewed bi-weekly by the safeguarding team

For further detail on reporting an issue and referrals see our Safeguarding Procedures document.

## WHISTLEBLOWING

Whistleblowing is when someone raises a concern externally about a person or practice *within* the organisation, which will affect others in an illegal and or harmful way.

If someone feels it inappropriate to address concerns to the Chief Operating Officer they can call an independent, anonymous, whistleblowing hotline and online recording system, SAFECALL. This will allow our people to speak up and report concerns to the highest level.

Contact SAFECALL for free on 0800 915 1571 or send a report via [www.safecall.co.uk](http://www.safecall.co.uk)

## RELATED POLICIES AND PROCEEDURES

Safeguarding Policy document

Confidentiality Policy

GDPR - Data Protection Policy

Recruitment Policy

Equal Opportunities Statement

Code of Conduct



Dawn Goodfellow (Jun 17, 2024 11:41 GMT+1)

Chief Executive Officer - Dawn Goodfellow