

Karuna Action/Karuna Coffee/Karuna Coffee House Safeguarding Policy

Introduction

Karuna Action is committed to fulfilling its duty of care to protect young vulnerable adults from any form of harm. This safeguarding policy sets out our approach to safeguarding and promoting the welfare of young vulnerable adults who use our services.

Policy Statement

Karuna Action believes that every young/vulnerable adult deserves to be safeguarded from any form of abuse, neglect, or exploitation. We recognize that young vulnerable adults are particularly susceptible to abuse and exploitation, and that we have a responsibility to promote and protect their welfare. We are committed to creating a safe and positive environment for all, where they can feel supported, valued, and respected.

Definitions

For the purposes of this policy, a young vulnerable adult is defined as anyone who is over the age of 16 but under the age of 25, who is vulnerable due to a physical or mental disability, lack of experience or understanding.

Key Principles

We will ensure that all young vulnerable adults using our services are treated with dignity and respect, and that their welfare is paramount. We will adopt the following key principles:

- All staff and volunteers who work with young vulnerable adults will be subject to DBS checks.
- All staff and volunteers will receive training on safeguarding and child protection.
- We will take steps to ensure that young vulnerable adults are safe when using our facilities and services, and that any hazards or risks are identified and mitigated.
- Any concerns or allegations of abuse or neglect will be taken seriously and dealt with in accordance with our Safeguarding Procedures.
- We will work in partnership with other agencies and organizations to ensure that young vulnerable adults are protected from harm and that their welfare is promoted.

Roles and Responsibilities:

All staff, volunteers and trustees must be aware of their responsibilities in relation to safeguarding young vulnerable adults. Specifically:

- Staff and volunteers must report any concerns or allegations of abuse or neglect to the Safeguarding Lead immediately
- The Safeguarding Lead will take all necessary steps to investigate any allegations or concerns, and will liaise with other agencies as necessary
- The Board of Trustees will provide oversight and scrutiny to ensure that the safeguarding policy is effective and remains up to date.

Conclusion:

Karuna Action is committed to ensuring the safety and wellbeing of young vulnerable adults who use our services. We will work hard to create a safe and positive environment where young vulnerable adults can

1. Establish clear and consistent communication channels with young adults by providing multiple ways of communication, such as email, phone, and in-person meetings.
2. Ensure that all staff and volunteers that work with vulnerable young adults have undergone a comprehensive safeguarding training programme.
3. Adopt robust recruitment procedures that include appropriate checks, including references and disclosures, and ensure that any individuals with relevant criminal convictions are not employed or volunteering for our organization.
4. Develop clear guidelines for staff and volunteers on appropriate behaviour and conduct for working with vulnerable young adults, including guidelines on sexual conduct, boundaries, and professional conduct.
5. Take necessary steps to prevent abuse, including risk assessments, safe recruitment practices, and policies and procedures for responding to allegations of abuse.
6. Provide support and guidance for any young adult that discloses abuse or mistreatment and follow internal escalation and reporting procedures.

7. Ensure our organisation complies with all relevant legislation and standards for protecting children and vulnerable adults.
8. Regularly review and update our safeguarding policies and procedures and monitor their implementation to make sure they are effective in protecting vulnerable young adults.
9. Recognise the importance of safeguarding not just on an organisational level but also on an individual level by encouraging self-reflection and professional development.
10. Establish regular engagement with young adults to ensure that their voices are heard and incorporate their feedback into safeguarding policies and procedures.

Here are some guidelines for staff and volunteers on appropriate behaviour and conduct when dealing with vulnerable young adults on a one-to-one basis:

1. Create a safe environment: Make sure the young adult feels comfortable and that the meeting space is welcoming.
2. Respect privacy: Always ensure the confidentiality and privacy of the person being supported. Never discuss their issues or problems in public places.
3. Ensure consent: Ensure that the young adult understands the purpose of the meeting and is willing to participate with their full consent.
4. Treat with respect: Treat the young adult with dignity, honesty, and respect, and show empathy towards their situation.
5. Avoid risks to health and wellbeing: Ensure that the young adult is not put at risk of harm or abuse and is well-informed about safeguarding procedures.
6. Avoid favouritism: Avoid being too friendly or developing a close personal relationship with the young adult.
7. Listen actively: Listen actively to the young adult and try to understand their situation without judgement or criticism.
8. Provide support: Provide support that is appropriate to the young adult's needs and goals.
9. Avoid discrimination: Avoid any form of discrimination based on ethnicity, religion, gender, sexual orientation, socioeconomic status, or any other factors.
10. Follow organisational standards: Always adhere to the standards and guidelines as set out by our organisation from time to time and ensure that your conduct is always appropriate.

Helpful links

Safeguarding duties for charity trustees

<https://www.gov.uk/guidance/safeguarding-duties-for-charity-trustees>

Raising concerns

<https://forms.charitycommission.gov.uk/raising-concerns/>

Date:/...../ 2023

Signed by Chair Trustee :.....

Signed by Director:

Review date: Sept 2024