

# The Playhouse Foundation

## Safeguarding Policy

### Protecting Children, Young People & Adults at Risk

The Playhouse Foundation is committed to safeguarding the rights and wellbeing of all children, young people, and adults who engage with our services. Everyone has the right to be safe from harm, abuse, and exploitation.

### Quick Help

In an emergency, dial 999 **for Police or Ambulance**.

### If you are worried about a child, young person, or adult at risk:

- Stay calm
- Reassure the person
- Record what you know
- Report to your Supervisor or Child Protection Lead (CPL)
- Do not promise to keep secrets
- Do not contact the alleged abuser
- Do not question the person in detail
- Do not discuss the incident with others

### Our Commitment

We will:

- Value, listen to and respect every individual
- Appoint a **Child Protection Lead (CPL)** and a **Trustee Safeguarding Lead**
- Ensure all staff and volunteers are recruited safely (including DBS checks)
- Provide ongoing safeguarding training and supervision
- Create a safe environment, free from bullying and abuse
- Work in partnership with families, carers, and relevant agencies
- Record and share information securely and responsibly

## Who This Policy Applies To

- Trustees
- Staff (including consultants, contractors, and sessional workers)
- Volunteers and student workers

## Learning & Training

- All staff and volunteers must complete safeguarding induction before working with clients.
- Annual accredited safeguarding training is required (minimum pass 80%).
- Everyone must read and sign the latest Keeping Children Safe in Education (KCSiE) guidance each year.
- Additional training includes:
  - Prevent (counter-radicalisation)
  - Domestic Violence awareness
  - Local authority safeguarding training (as required)

## Roles & Responsibilities

- Everyone: Report any concern, allegation, or disclosure — no matter who the perpetrator is.
- Supervisors/CPL: Ensure safeguarding procedures are followed and report concerns appropriately.
- You must not: keep secrets, delay reporting, or put yourself at risk.
- Failure to report safeguarding concerns is a serious breach and may lead to disciplinary action.

## Confidentiality & Information Sharing

- We respect privacy, but **safety always comes first**.
- Information will only be shared when necessary to protect someone at risk.

## Key Contacts

### Child Protection Lead (CPL)


Victoria Stanley, Director & DSL

 07964 667903

 victoria@theplayhousefoundation.org.uk

### Trustee Safeguarding Lead

Julian Sykes, Trustee

 07881 487765

 JSykes@tormeadschool.org.uk

## Related Policies

- Safeguarding Procedures & Reporting Concerns about a Child
- Child Protection Policy & Procedures
- Health & Safety Policy
- Positive Handling Policy
- Confidentiality & Information Sharing Policy
- Whistleblowing Policy
- Anti-bullying Policy
- Vulnerable Adults Policy

*Last reviewed: August 2025*