

Safeguarding Policy

Introduction

As an independent grant-making charity, Cloudesley supports individuals, organisations and churches in Islington. The charity's income comes from investments and the properties which it owns in Barnsbury. This safeguarding policy relates to Cloudesley's role as a grant-maker, a landlord and an employer.

The policy applies to all Cloudesley staff, Trustees and committee members and those working on behalf of Cloudesley.

The purpose of the policy

- To protect the children, young people and adults at risk supported by Cloudesley's grants from harm
- To protect the charity's registered tenants from harm
- To protect staff, Trustees, committee members and others working on behalf of Cloudesley from harm and to provide a safe working environment
- To promote good practice so that Cloudesley's work is carried out in a way that can prevent harm and abuse from occurring
- To set out the overarching principles that guide Cloudesley's approach to safeguarding and the actions through which these will be achieved
- To help manage the charity's risk exposure and avoid aligning the charity with organisations with weak safeguarding practices where adults or children could be at risk
- To ensure that staff, Trustees, committee members and others working on behalf of Cloudesley know how to raise concerns
- To ensure that any allegations are dealt with appropriately and the person experiencing abuse is supported

Supporting documents (internal)

Cloudesley staff, Trustees and committee members should read this policy alongside the following internal documents:

- Safeguarding procedure
- Reporting serious incidents procedure

- Code of conduct for staff
- Expectations of a member of the Board of Trustees
- Diversity, equity and inclusion policy
- Dignity at work policy
- Disciplinary procedure
- Grievance procedure
- Complaints procedures
- Whistleblowing policy
- Employee handbook

The London Borough of Islington's website includes guidance about identifying types of safeguarding concerns and when they should be reported:

<https://www.islington.gov.uk/social-care-and-health/abuse>

Roles and responsibilities

All Cloudesley Trustees hold overall ultimate responsibility for safeguarding. Cloudesley will also appoint a designated Safeguarding Lead Trustee to lead on overseeing safeguarding matters. The Safeguarding Lead Trustee will also be responsible for an annual review of the charity's safeguarding incidents' register.

Responsibility is delegated to Cloudesley's Director for ensuring the day-to-day implementation of the safeguarding policy and procedures. He/she will also ensure that the Safeguarding and Serious Incidents Register is maintained and will report to each Board meeting about any safeguarding concerns raised in the previous period.

All Cloudesley staff, Trustees and committee members and anyone working on behalf of Cloudesley are required to familiarise themselves with this policy and adhere to the principles, practices and procedures that it sets out.

Before the date that the safeguarding policy is due to be reviewed by the Board, the Director and Safeguarding Lead Trustee will jointly review the policy and will recommend any necessary changes to the policy for consideration by Trustees.

Diversity, equity and inclusion

The welfare and safety of all those supported by Cloudesley's funding and all those who come into contact with the charity (including as employees, Trustees, volunteers and tenants) is paramount. Regardless of age, disability, gender, race, religion or belief, or sexual orientation, all have an equal right to protection from all types of harm or abuse.

We recognise that some people will be additionally vulnerable because of the impact of previous experiences and other issues, including discrimination.

Delivery of safeguarding policy

Cloudesley will ensure the delivery of its safeguarding policy by:

- Providing safeguarding training and information to all staff, Trustees and other committee members including around how this applies to their role
- Adhering to the codes of conduct for staff and Trustees, and reviewing and updating these regularly
- Providing effective management for all staff, including supervision, support, training and performance reviews, and ensuring all staff adhere to the charity's safeguarding policy and related procedures and practices
- Recruiting staff, Trustees and committee members safely, ensuring all necessary checks are made
- Carrying out proper due diligence checks when making grants to and working with other organisations, including at grant assessment stage and whilst funding an organisation
- Recording and storing information securely and in line with GDPR
- Using our procedures to manage any concerns raised about funded organisations and tenants at risk
- Ensuring that we have effective complaints and whistleblowing measures in place
- Creating and maintaining an anti-bullying environment and ensuring that we have appropriate policies and procedures to help us deal with any bullying that does arise
- Keeping a register of safeguarding concerns raised. This will be checked on an annual basis by the Safeguarding Lead Trustee

Contact details

Role	Named person	
Staff lead for safeguarding	Melanie Griffiths, Director	melanie.griffiths@cloudesley.org.uk , 020 7697 4220
Safeguarding Lead Trustee - adults	Denise Ward	
Safeguarding Lead Trustee - children and young people	Tanya Parr	

Agreed by Board: 6 March 2024
For review by: March 2026