



Dog Trouble Foundation Rescue Charity

Safeguarding Policy

1. Purpose and scope of this policy

The purpose of this policy is:

- i. to set forth Dog Trouble Foundation Rescue's requirements with respect to safeguarding children, young adults, and vulnerable adults from harm, including the children of adults who use our services;
- ii. to provide staff and volunteers, as well as children and young adults and their families, with the overarching principles that guide our approach to child protection.

This policy applies to anyone working on behalf of Dog Trouble Foundation Rescue including paid staff, volunteers, sessional workers, and students.

2. Terminology

Safeguarding: The action that is taken to promote the welfare of children and protect them from harm. Safeguarding means: protecting children from abuse and maltreatment. preventing harm to children's health or development. ensuring children grow up with the provision of safe and effective care. – source *“Working Together to Safeguard Children” HM Government DFE-00195-2018.*

Children: Anyone who has not yet reached their 18th birthday.

Young Adult: Someone between the ages of 16 and 25.

Vulnerable Adult: A person over the age of 18 who is not able to care for themselves due to physical mental or functional disabilities.

Child Protection: Child protection refers to the activity that is undertaken to protect specific children who are suffering, or are likely to suffer, significant harm.

Abuse: A form of maltreatment of a child, young adult, or vulnerable adult. Somebody may abuse or neglect a child or young adult by inflicting harm, or by failing to act to prevent harm. Harm can include ill treatment that is not physical as well as the impact of witnessing ill treatment of others. Abuse can take place wholly online, or technology may be used to facilitate offline abuse, and can be abuse by an adult or adults, or another child or children.

Designated Safeguarding Lead: The Designated Safeguarding Lead has responsibility for safeguarding and child protection (including online safety). They must have the appropriate status and authority to carry out the duties of the post. They should be given the time and resources to provide advice and support on child protection matters to those involved in working for and with Dog Trouble Foundation.

3. Safeguarding Requirements

Guidelines to be followed in the case of a safeguarding concern when dealing with children, young adults, or vulnerable adults. Staff and volunteers must:

i. Recognise

Recognise and have a clear understanding of what the different signs and symptoms of potential abuse, harm and neglect can be.

ii. Respond

Respond appropriately to any concern relating to abuse or neglect. Allegations must be taken seriously; do not ignore the situation.

iii. Report

Report safeguarding concerns without delay to the Designated Safeguarding Lead. Confidentiality is important: only share information with those who are a part of the safeguarding process. If the concerns relate to the conduct of the Designated Safeguarding Lead this should be reported to a Trustee.

iv. Record

Record details of the safeguarding concern including what the individual has alleged, and your observations and interpretations. Observations and interpretations must be clearly distinguished from the account reported by the individual raising the concern or allegation. The record should include, for example, who it involves, what happened, and times and dates. The record should be passed to the Designated Safeguarding Lead as soon as possible. Records must be held in accordance with the Privacy Policy.

v. Refer

The Designated Safeguarding Lead and/or management must decide on the appropriate action to take and pass on safeguarding concerns to the appropriate authorities. If the safeguarding risk is urgent and you suspect somebody is under immediate or severe threat, the relevant local authority or police services should be contacted.

4. Safeguarding Principles

We will seek to keep children and young people safe by:

- I. Appointing a Designated Safeguarding Lead for children and young people;
- II. Adopting child protection and safeguarding best practice for staff, volunteers, and visitors;
- III. Providing effective management for staff, volunteers, and visitors through supervision and support;
- IV. Providing supervision when working with reactive dogs and avoiding lone working;
- V. Recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made;
- VI. Providing a safe physical environment, and providing health and safety measures in accordance with legal and regulatory guidelines;
- VII. Recording, storing, and using information professionally and securely, in line with data protection legislation;
- VIII. Promoting online safety, including prohibiting the taking and/or sharing of photos without the consent of a parent, or carer, and restricting social media interactions to official professional channels;
- IX. Creating and maintaining an anti-bullying environment;

- X. Using our safeguarding procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families, and carers appropriately;
- XI. Managing any allegations against staff and volunteers appropriately;
- XII. Dealing appropriately with complaints and whistleblowing;
- XIII. Applying health and safety measures in accordance with the law and regulatory guidance;
- XIV. Building a safeguarding culture where staff and volunteers, children, young people and their families, treat each other with respect and are comfortable about sharing concerns.

5. Legal framework

This policy has been drawn up based on legislation, policy and guidance that seeks to protect children in England.

6. Contact

Designated Safeguarding Lead: Jo Cottrell

NSPCC Helpline: 0808 800 5000

7. Version

Version 1.0 – 30 April 2026