SALUTEM CARE & EDUCATION SAFEGUARDING POLICY

Policy implemented:	March 2019
Last reviewed:	September 2025
Next review due:	August 2027

At Salutem our policies are regularly updated and reviewed. However, occasionally policies may be reviewed after the set next review date after some consultation and research. In these rare occasions, the out-of-date policy will remain **VALID** until it is reviewed by the policy sponsor.

1. Summary

At Salutem Care and Education, safeguarding is at the heart of everything we do. We are dedicated to creating and maintaining environments where children, young people, and adults are safe, protected from harm, and supported to achieve their full potential. This policy sets out our commitment to preventing abuse, neglect, and harm, and clearly defines the responsibilities of all staff, volunteers, and contractors in upholding the highest safeguarding standards.

The aim of this policy is to:

- Ensure a safe environment for individuals who use and access our services.
- Provide clear guidance on recognising, reporting, and responding to safeguarding concerns.
- Promote awareness of safeguarding issues across the organisation.

At Salutem, we believe:

- Safeguarding is everyone's responsibility – all Salutem colleagues, volunteers, visitors, and professionals have a duty to act.
- The welfare of children and adults is paramount – protection from harm overrides all other considerations.
- Prevention is key – through safe recruitment, clear policies, robust training, and a proactive safeguarding culture.

This policy applies to all provisions operated by Salutem Care & Education, including:

- Children's Residential Homes (regulated by Ofsted in England and CIW in Wales)
- Adult Residential Care and Supported Living Services (regulated by CQC in England and CIW in Wales)
- Education Services including schools and colleges (regulated by Ofsted in England and Estyn in Wales)

This policy is underpinned by:

- Children Act 1989 & 2004
- Care Act 2014
- Working Together to Safeguard Children (Statutory Guidance, England)
- Keeping Children Safe in Education (KCSIE, 2025)
- Social Services and Well-being (Wales) Act 2014
- Regulated Services (Service Providers and Responsible Individuals) (Wales) Regulations 2017
- Human Rights Act 1998
- Equality Act 2010
- Mental Capacity Act 2005 & Deprivation of Liberty Safeguards (DoLS) / Liberty Protection Safeguards (LPS, when implemented)
- Working Together to Safeguard People (Wales) statutory guidance
- Local Safeguarding Adults and Children Board guidance

Salutem is committed to effective safeguarding, working collaboratively to prevent and address abuse or neglect while promoting wellbeing and respecting individuals' views, wishes, feelings, and beliefs. We have a zero-tolerance approach to all forms of abuse. This policy applies to all individuals, irrespective of age, ethnicity, disability, religion, gender identity, or sexual orientation.

This group wide policy It should be read alongside the **Tri-X Children Policy and procedures** and the **Education Safeguarding Policy**, which adopt a 'think-family' approach where children or other adults may also be at risk.

2. Document Control

Initial purpose and scope of the new policy/procedure agreed by:	Gary Laville Chief Quality Officer
Sponsor Technical review carried out:	Melinda Glover, September 2025
Final Information Governance quality check carried out:	Craig Harris, Group Head of Regulatory Compliance and Policy
Date implemented:	March 2019
Version Number:	V 7.0
Date of the next review:	01/08/2027
Department responsible:	Quality and Governance
Job Title of Lead Person:	Craig Harris, Group Head of Regulatory Compliance and Policy
Author / Main Contact, including their job title (if different from above):	Melinda Glover, Quality Assurance Inspection and regulation Director

In addition to this policy, local authorities and other commissioners may have their own policies, procedures and guidance which Services must comply with. These policies should complement this policy.

However, there may be additional requirements put in place by local authorities and other commissioners and these must be adhered to. Changes must not be made to Salutem's policies and procedures without corporate approval but, where needed, local procedures should be developed to accompany these.

EQUALITY AND DIVERSITY STATEMENT

The Salutem Group is committed to the fair treatment of all in line with the Equality Act 2010. An equality impact assessment has been completed on this policy to ensure that it can be implemented consistently regardless of any such factors and all will be treated with dignity and respect.

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This policy must be brought to the attention of all employees.
The controlled version of this policy and its associated documents are available on BLINK. Printed or downloaded copies are uncontrolled and may not be up to date.

4. Definitions

Definition of an Adult at Risk: An **adult at risk** is any individual aged **18 or over** who meets all or some of the following criteria:

- Has needs for care and support, whether or not these needs are currently being met.
- Is experiencing, or is at risk of, abuse, neglect, or exploitation.
- Due to these needs, is unable to protect themselves from the risk or experience of harm.

Examples include (but are not limited to):

- Adults with learning disabilities, autism, or developmental disorders.
- Adults with physical or sensory impairments.
- Adults with mental health conditions (e.g., dementia, personality disorder, psychosis);
- Adults with long-term health conditions or chronic illness.
- Adults who misuse substances or alcohol, increasing their vulnerability.
- Frail older adults due to age, chronic illness, or cognitive impairment.
- Adults who lack capacity to make specific decisions in line with the **Mental Capacity Act 2005**.
- Unpaid carers who may themselves experience abuse.

The following categories of abuse are recognised under the **Care Act 2014** and updated statutory guidance. This list is illustrative, not exhaustive. Any adult who is experiencing or at risk of harm due to their care needs, environment, or personal circumstances should be considered an **adult at risk**.

- **Physical abuse** – hitting, slapping, pushing, or inappropriate restraint.
- **Sexual abuse** – sexual assault, rape, or sexual exploitation.
- **Financial or material abuse** – theft, fraud, exploitation, or misuse of funds/property.
- **Psychological / emotional abuse** – humiliation, threats, intimidation, or controlling behaviour.
- **Domestic violence and abuse** – abuse from partners, family members, or cohabitants.
- **Honour-based violence** – forced marriage, female genital mutilation, or cultural practices causing harm.
- **Radicalisation / extremism** – influencing adults towards violent or extremist ideologies.
- **Hate crime / mate crime** – targeting based on race, religion, disability, sexuality, or friendship exploitation.
- **Modern slavery / human trafficking** – exploitation for labour or sexual purposes.
- **Neglect and self-neglect** – failure to meet basic needs, including medical, nutritional, or personal care; self-neglect includes hoarding or refusal of care.
- **Discriminatory abuse** – unequal treatment or denial of rights based on protected characteristics.
- **Organisational abuse** – neglect or poor practices within institutions or services causing harm.

Definition of a Child at Risk: A **child at risk** is any individual **under 18 years old** who is experiencing, or is at risk of, abuse, neglect, exploitation, or significant harm. Salutem recognises that children in residential, educational, or family settings may be particularly vulnerable due to their dependence on adults for care, guidance, and protection.

Children are safeguarded under:

- **Children Act 1989 & 2004**
- **Working Together to Safeguard Children (2023)**
- **Keeping Children Safe in Education (KCSIE 2025)**
- **Social Services and Well-being (Wales) Act 2014** and **Keeping Learners Safe (2022)**

Categories of Abuse and Neglect

As recognised under the Care Act 2014, Children Act 1989, and statutory safeguarding guidance:

- **Physical abuse** – hitting, slapping, shaking, pushing, misuse of medication or restraint.
- **Sexual abuse** – sexual assault, rape, sexual exploitation, or inappropriate sexual behaviour.
- **Financial or material abuse** – theft, fraud, misuse of funds or property.
- **Psychological / emotional abuse** – humiliation, intimidation, controlling behaviour, or verbal abuse.
- **Domestic violence and abuse** – between partners, family members, or cohabitants.
- **Honour-based abuse** – forced marriage, female genital mutilation (FGM), or related practices.
- **Radicalisation / extremism** – attempts to influence towards extremist ideologies (Prevent Duty 2015, updated 2023).
- **Hate crime / mate crime** – harm based on protected characteristics or exploitation through friendship.
- **Modern slavery / human trafficking** – exploitation for labour, domestic servitude, or sexual purposes.
- **Neglect and self-neglect** – failure to meet basic needs, hoarding, or refusal of necessary care.
- **Discriminatory abuse** – unequal treatment or denial of rights based on race, gender, disability, religion, or sexuality.
- **Organisational abuse** – harm caused by poor practices or neglect within care, educational, or residential settings.

Emerging and Contextual Risks

Salutem recognises that risks evolve, and safeguarding approaches must adapt accordingly.

Emerging areas include:

- **Online abuse and e-safety:** grooming, exploitation, cyberbullying, scams, and exposure to harmful content via social media, gaming, or digital platforms.
- **Radicalisation:** vulnerable children and adults (especially those with learning disabilities, autism, or social isolation) may be targeted for extremist influence; all staff must follow the **Prevent Duty** and escalate concerns immediately.
- **Contextual and peer-on-peer abuse (KCSIE 2025):** risks that occur outside the home, including peer influence, exploitation, and harmful sexual behaviour.
- **New technologies and AI-related risks:** misuse of digital or generative tools to exploit or harm vulnerable individuals.
- **County lines and criminal exploitation:** children or adults coerced into criminal activity, trafficking, or drug operations.

5. Principles

All safeguarding actions must prioritise the wellbeing and safety of the person at risk — child, young person, or adult — taking into account their voice, preferences, and outcomes. Salutem applies the Wellbeing Principle across all their provisions of Care and Education — recognising that safeguarding is about enabling individuals to live lives that are safe, fulfilled, and self-directed.

The Wellbeing Principle should guide every safeguarding decision, ensuring that children, young people and adults are actively involved in conversations about the risks they face and the outcomes they want to achieve.

- **Personal dignity and respect** – Treating individuals with courtesy, valuing their choices, and recognising their individual identity.
- **Physical and mental health** – Supporting individuals to maintain and improve their physical and psychological wellbeing.
- **Protection from abuse and neglect** – Ensuring individuals are safe from harm and enabling early identification and intervention where risk exists.
- **Choice and control over daily life** – Respecting individuals autonomy and supporting informed decision-making, including risk-taking within safe boundaries.

- **Participation in education, work, or recreation** – Promoting meaningful engagement and inclusion in social, cultural, and developmental activities.
- **Social and economic wellbeing** – Supporting access to financial, housing, and social resources that contribute to independence and quality of life.
- **Family and personal relationships** – Maintaining and strengthening positive connections with family, friends, and wider networks.
- **Appropriate living accommodation** – Ensuring the environment is safe, accessible, and supportive of the individuals needs.
- **Opportunities to contribute to society** – Encouraging individuals to participate in civic, cultural, or community activities, promoting self-worth and inclusion.

Six Key Safeguarding Principles

At Salutem, safeguarding applies equally to **children, young people, and adults**. Our approach is built on the six principles of adult safeguarding outlined in the *Care Act 2014* and the core values of *Working Together to Safeguard Children (2023)* — promoting empowerment, prevention, protection, partnership, proportionality, and accountability.

These principles guide our practice and ensure a consistent, person-centred approach across all our services.

1. Empowerment

Children, young people, and adults are supported and encouraged to express their views, make informed choices, and participate meaningfully in decisions about their safety and wellbeing. Staff engage in open, age-appropriate, and inclusive dialogue to understand each individual's wishes, preferences, and desired outcomes.
Key practice: "I am listened to, my views are respected, and my wishes shape the safeguarding plan."

2. Prevention

We take proactive steps to identify and reduce risks of abuse, neglect, and exploitation before harm occurs. This includes raising awareness, building resilience, and ensuring individuals, families, and staff know how to recognise and report concerns.
Key practice: "I receive clear information and support to help me understand risks and stay safe."

3. Proportionality

Safeguarding interventions are proportionate to the level of risk, ensuring responses are the least intrusive necessary to protect from harm. Decisions are evidence-based and balance the duty to protect with respect for the individual's rights, choices, and autonomy.
Key practice: "Professionals act to protect me while respecting my rights, wishes, and independence."

4. Protection

Children, young people, and adults who are experiencing or at risk of abuse or neglect are provided with timely, effective, and compassionate support. We ensure access to advocacy, representation, and specialist help so that individuals are safeguarded and empowered to participate fully in decisions that affect them.
Key practice: "I am supported to speak up, report concerns, and take part in safeguarding decisions about me."

5. Partnership

Safeguarding is everyone's responsibility and is most effective when individuals, families, communities, and professionals work together. We collaborate across agencies and share information responsibly to promote safety, reduce risk, and protect those in need.
Key practice: "I can see that people and organisations work together and share information appropriately to keep me safe."

6. Accountability

All staff, volunteers, and partner organisations are open, transparent, and accountable for their actions and decisions. Leadership ensures that robust systems are in place to monitor safeguarding performance, evaluate practice, and drive continuous improvement.
Key practice: "I know who is responsible for keeping me safe, and I can see they take their responsibilities seriously."

These principles ensures that safeguarding at Salutem is person-centred, rights-based, and rooted in partnership, providing a consistent and legally compliant approach across both adult and children's services.

Preventing Abuse: Salutem's safeguarding approach is rooted in **prevention**, aiming to stop harm before it occurs through:

- Raising awareness and building resilience among children, adults, and families.
- Safe recruitment and ongoing vetting.
- Strong supervision, training, and reflective practice.
- Enabling people to make informed decisions about risks in their lives.

Making Safeguarding Personal (MSP): Salutem fully endorses **Making Safeguarding Personal** ensuring all interventions are person-led and outcome-focused. This means:

- Engaging the person in all decisions that affect them.
- Supporting informed choices and control.
- Recognising individuals as experts in their own lives.
- Focusing on wellbeing, empowerment, and safety rather than process compliance.

Mental Capacity and Consent

The law **presumes that all adults have the capacity to make their own decisions**. However, there will be circumstances where an individual **lacks capacity** for specific decisions.

Considerations of **mental capacity and informed consent** are central to safeguarding interventions:

- Interventions must respect the adult's ability to make informed choices about their **lifestyle, daily care, and the risks they wish to take**;

- If an adult **refuses safeguarding support** or requests that information about them is not shared, their wishes should **generally be respected**;
- There are circumstances where **consent can be overridden**, for example where there is a **risk of serious harm**, or where statutory requirements demand intervention.

(See separate guidance on 'Information Sharing in Safeguarding' and 'Reporting a Safeguarding Concern Without Consent of the Adult'.)

Salutem operates under the **Mental Capacity Act 2005**, ensuring:

- Adults are presumed to have capacity unless proven otherwise.
- Support is provided to enable decision-making.
- Unwise decisions do not equate to lack of capacity.
- Best interest decisions follow a lawful, structured process.

Consent to share information may be overridden only when:

- There is a risk of serious harm to the individual or others.
- There is a legal requirement to share.
- It is necessary for crime prevention or protection of a child or adult at risk.

Effective safeguarding depends on responsible, proportionate, and timely sharing of information. **Timely and appropriate information sharing** is critical to protecting adults at risk.

- Wellbeing takes priority over concerns about confidentiality when there is a risk of abuse or neglect;
- Staff must not assume that someone else will pass on critical information; they have a duty to report concerns immediately to their line manager;
- Effective safeguarding relies on multi-agency cooperation, sharing information with local safeguarding partners, and ensuring that all relevant services are fully informed.

Information Sharing: Salutem staff must:

- Share information with consent where possible, but without consent when necessary to prevent harm.
- Follow local authority protocols and Salutem's Information Governance Policy.
- Ensure compliance with GDPR, KCSIE 2025, and Working Together 2023;
- Never assume someone else will act — all staff have a personal duty to report concerns.
- All staff and services must adhere to local authority information-sharing protocols, ensuring that information is shared safely, proportionately, and legally.

Cross-Regulatory Expectations: Salutem ensures alignment with the safeguarding frameworks of each regulator:

Regulator	Sector	Key Safeguarding Expectations
Ofsted	Children's homes, education (England)	Compliance with *Working Together 2023*, *KCSIE 2025*, and safeguarding judgment within inspection framework.
CQC	Adult social care, supported living (England)	Adherence to *Care Act 2014*, *fundamental standards* and prompt notification of safeguarding incidents.
CIW	Adult and children's services (Wales)	Compliance with *Social Services and Well-being (Wales) Act 2014* and *Regulated Services (Service Providers and Responsible Individuals) Regulations 2017*.
Estyn	Education and training (Wales)	Compliance with *Keeping Learners Safe 2022* and *All Wales Safeguarding Procedures*.

6. Areas of Governance

This policy has been developed with expert input and consultation from relevant stakeholders to ensure it reflects current legislation, best practice, and the values of Salutem Care and Education.

The Quality and Governance Team will monitor its implementation, evaluate effectiveness, and identify organisational learning arising from safeguarding practice. This policy will be formally reviewed every two years, or sooner if changes in legislation, regulation, or best practice require earlier amendment.

Every member of staff, volunteer, and contractor has a personal and professional duty to safeguard children, young people, and adults at risk. All personnel are legally and ethically required to report any concerns, suspicions, or incidents where an individual or colleague may have been harmed, abused, or placed at risk of harm.

Any member of staff who witnesses or suspects abuse, neglect, or inappropriate behaviour by another employee must report their concerns immediately to their line manager or supervisor.
If the concern involves the line manager or senior member of staff, the matter must be escalated directly to the Regional Director, Divisional Director, Designated Safeguarding Lead, or HR Consultant, as appropriate.

Failure to report safeguarding concerns may result in disciplinary action and could place individuals at continued risk of harm.

Implementation and Assurance

Understanding and application of this policy will be promoted and assured through:

- Mandatory safeguarding training and refresher sessions;
- Targeted awareness-raising workshops delivered by or on behalf of the Senior Leadership Team (SLT); and

- Ongoing supervision and reflective practice discussions.

The people we support will be actively involved in reviewing and informing updates to this policy to ensure it continues to reflect the issues that matter most to them.

7. Areas of Responsibility

Safeguarding is a **shared responsibility** across all levels of Salutem Care and Education. Every individual, from frontline staff to senior leaders, has a role to play in ensuring the safety, protection, and wellbeing of the children, young people, and adults we support.

Clear **roles, responsibilities, and lines of accountability** are established to ensure safeguarding is implemented consistently and effectively. This framework ensures that everyone understands their duties, knows how to respond to concerns, and can escalate issues appropriately.

Each member of staff, volunteer, or contractor is expected to **actively contribute to a culture of vigilance and protection**, supporting both the people we care for and their colleagues in maintaining a safe environment.

Board of Directors / Senior Leadership Team

- Provide strategic oversight and accountability for safeguarding across the organisation.
- Ensure resources, training, and systems are in place to meet statutory and regulatory safeguarding requirements.
- Receive regular reports on safeguarding incidents, trends, and lessons learned.
- Promote a culture of openness, transparency, and zero tolerance of abuse.

Group Head of Regulatory Quality, Compliance & Policy

- Maintain and review the Safeguarding Policy and associated procedures to ensure compliance with statutory guidance and best practice.
- Analyse safeguarding trends, lessons learned, and audit findings to drive organisational improvements.
- Provide guidance and support to Designated Safeguarding Officers (DSOs) and managers.
- Ensure policy updates are cascaded and communicated across all services.

Divisional Directors / Heads of Service

- Ensure that all sites under their remit implement safeguarding policies and procedures effectively.
- Monitor compliance with mandatory training and supervision requirements.
- Support staff and managers in complex safeguarding situations, including escalation to local safeguarding authorities when required.
- Review safeguarding performance metrics, incidents, and corrective actions within their division.

Designated Safeguarding Leads (DSLs) / Manager

Each Salutem service will appoint a **Designated Safeguarding Lead (DSL)** in education settings or a **Manager** in care and support settings, who holds lead responsibility for safeguarding and child/adult protection within their area.

These roles are central to ensuring that safeguarding systems operate effectively across all Salutem services, including children's residential homes, adult residential services, supported living, and education settings.

These roles carry both strategic and operational responsibilities, which are outlined below:

Core Responsibilities

- Act as the first point of contact for all safeguarding concerns or disclosures relating to children, young people, or adults at risk within their setting.
- Receive, record, and escalate safeguarding concerns in accordance with Salutem procedures and relevant statutory guidance (e.g. *Working Together to Safeguard Children 2023*, *Care Act 2014*, *Social Services and Well-being (Wales) Act 2014*, *Keeping Children Safe in Education 2025*).
- Provide immediate advice and support to staff dealing with safeguarding incidents, ensuring proportionate and timely responses.
- Assess and manage safeguarding risks, developing and implementing safeguarding or safety plans in collaboration with local safeguarding partners and statutory agencies.
- Liaise with local authority safeguarding teams, police, health professionals, education partners, and regulators (Ofsted, CIW, CQC, Estyn) as required to coordinate protection and ensure compliance.
- Ensure all safeguarding referrals and outcomes are logged on the Salutem safeguarding system accurately, confidentially, and in line with data protection and information-sharing protocols.
- Monitor ongoing safeguarding cases, ensuring actions are tracked and reviewed until resolution, closure, or transfer to statutory agencies.

Managers (general areas of responsibility)

- Ensure that all staff are aware of, understand, and adhere to the safeguarding policy and related procedures.
- Provide regular supervision, guidance, and support to staff on safeguarding matters, promoting a culture of vigilance and best practice.
- Monitor safeguarding risks at the service level and implement proactive measures to reduce potential harm.

- Ensure that all safeguarding incidents and concerns are accurately recorded, thoroughly investigated, and reported in accordance with organisational and statutory requirements..

All Staff, Volunteers, and Contractors

- Recognise, respond to, and report any concerns regarding the welfare or safety of adults or children at risk promptly and appropriately.
- Follow Safeguarding procedures and organisational guidance in all aspects of day-to-day work.
- Maintain confidentiality while ensuring that relevant safeguarding information is shared appropriately with designated safeguarding leads and other authorised personnel.
- Engage in mandatory training, supervision, and competency assessments to continuously maintain and update safeguarding knowledge and skills.

Peoples Team

- Ensure thorough pre-employment checks are completed for all staff and contractors, including DBS/Disclosure checks, references, and other relevant vetting procedures.
- Maintain accurate records of staff training compliance and disciplinary investigations.
- Provide guidance and support to managers in managing the personnel aspects of safeguarding concerns involving staff or contractors, ensuring that actions are consistent, timely, and fully compliant with organisational policies and procedures.

Quality, Compliance, and Governance Team

- Conduct regular audits and inspections to assess safeguarding performance at organisational and site levels.
- Monitor compliance with regulatory requirements, internal policies, and local safeguarding board guidance.
- Provide analysis and reporting on trends, lessons learned, and areas for improvement.

Deputy DSLs/Managers

Each service must have at least one Deputy DSL/Manager trained and capable of fulfilling the same responsibilities in the DSL/Manager's absence. Deputies must receive equivalent training, supervision, and access to information systems.

Regulatory and Governance Responsibilities

All managers and leads must ensure their setting meets regulatory safeguarding requirements:

- **Ofsted** – for children's residential services and education provisions in England.
- **CQC** – for adult residential and supported living services in England.
- **CIW** – for children's and adult services in Wales.
- **Estyn** – for educational settings in Wales.

Ensure safeguarding records and practice meet inspection standards, contributing to evidence for regulatory visits and internal governance reviews.

8. Learning and Development

Salutem is committed to ensuring that all staff clearly understand their safeguarding responsibilities and are fully supported to carry them out effectively. This policy, its procedures, and associated guidance are disseminated via Blink, supplemented by ongoing awareness campaigns to embed safeguarding principles into everyday practice.

This is a mandatory policy, and compliance is monitored to ensure all staff have accessed and engaged with the material. The Group Head of Regulatory Quality, Compliance and Policy reviews learning outcomes, evaluates the application of the policy, and issues key updates as required.
Staff are encouraged to discuss their individual learning needs with their line manager during supervision sessions and as part of the Performance and Development Process (PDP).

Mandatory Training Requirements:

- All staff must complete the Safeguarding and Protection of Adults and Children course within the first 12 weeks of employment (probationary period). Completion is monitored through the digital learning platform.
- Training must be refreshed annually, with a reminder issued at 9 months to allow 3 months for completion.
- Designated Safeguarding Officers (DSOs) must complete DSO-specific training, with a refresher every two years.

9. Associated Documents

This Safeguarding Policy should be read in conjunction with the following organisational documents, which together form Salutem's safeguarding framework for **children, young people, and adults** across **residential care, supported living, and education** provisions:

- **Safeguarding Children and Young People at Risk Policy and Procedures**
- **Safeguarding Adults at Risk Policy and Procedures**
- **Child Protection and Welfare Procedure (Education, Residential, and Community Settings)**
- **Protection of Adults: Reporting and Escalation Procedure**
- **Whistleblowing (Speaking Up) Policy**
- **Safer Recruitment and Selection Policy**
- **Code of Conduct / Staff Behaviour and Professional Boundaries Policy**

- **E-Safety, Online Safety, and Digital Safeguarding Guidance**
- **Preventing Radicalisation and Extremism Guidance (England and Wales)**
- **Managing Allegations Against Staff and Volunteers Procedure**
- **Complaints, Concerns, and Representations Policy**
- **Intimate Care and Personal Care Guidance (Children and Adults)**
- **Peer-on-Peer / Child-on-Child Abuse Guidance (Education and Residential Services)**
- **Child Sexual Exploitation (CSE) Position Statement and Guidance**
- **Female Genital Mutilation (FGM) and Honour-Based Violence Guidance**
- **Missing from Education, Home, or Care Procedure**
- **Positive Behaviour Support (PBS) and Restrictive Practices Policy**
- **Mental Capacity and Consent Policy (Adults)**
- **Deprivation of Liberty and Liberty Protection Safeguards (LPS) Guidance**
- **Record Keeping and Confidentiality in Safeguarding Guidance**
- **Salutem Safeguarding Escalation Policy**

Regulatory and Statutory Guidance

Salutem's safeguarding approach aligns with the following **statutory frameworks** and **regulatory requirements** across England and Wales:

England

- *Care Act 2014* – Statutory Guidance (Adults)
- *Mental Capacity Act 2005* and *Liberty Protection Safeguards (LPS 2023)*
- *Safeguarding Vulnerable Groups Act 2006*
- *Working Together to Safeguard Children 2023*
- *Keeping Children Safe in Education (KCSIE) 2025*
- *Making Safeguarding Personal (MSP) Guide 2014*
- *Prevent Duty Guidance 2015* (updated 2023)
- *Ofsted Education Inspection Framework (EIF) 2024*
- *Care Quality Commission (CQC) Single Assessment Framework (2024)*

Wales

- *Social Services and Well-being (Wales) Act 2014* – Statutory Guidance
- *Working Together to Safeguard People: Code of Practice 2022 (Parts 4–7)*
- *All Wales Safeguarding Procedures and Guidance* (https://www.gov.wales/safeguarding-guidance)
- *Keeping Learners Safe 2022 (Welsh Government)*
- *Preventing Radicalisation and Extremism – Welsh Government Guidance*
- *Estyn Common Inspection Framework (Education Settings)*

- *Care Inspectorate Wales (CIW) Statutory Guidance and Framework*

Tools, Templates, and Reference Materials

To ensure consistency and compliance across all Salutem services, the following operational tools and reference materials are used:

- **Safeguarding Concern / Incident Report Forms** (Children and Adults)
- **Lessons Learned and Reflective Practice Logs**
- **Risk Assessment Templates for Safeguarding Concerns**
- **Local Authority and Multi-Agency Safeguarding Partnership Contacts Directory**
- **DBS / Safer Recruitment and Vetting Checklists**
- **Safeguarding Supervision and Competency Records**
- **Training Matrix for DSLs/Managers, Deputies, and Staff**
- **Audit and Quality Assurance Templates for Safeguarding Practice**
- **Regulatory Notification and Reporting Templates (Ofsted, CQC, CIW, Estyn)**
- **Information Sharing and Consent Flowcharts**

10. Useful Links

England – Core Statutory Frameworks

- **Care Act 2014 – Statutory Guidance**
  https://www.gov.uk/government/publications/care-act-statutory-guidance
- **Working Together to Safeguard Children 2023**
  https://www.gov.uk/government/publications/working-together-to-safeguard-children--2
- **Keeping Children Safe in Education (KCSIE) 2025**
  https://www.gov.uk/government/publications/keeping-children-safe-in-education-2025
- **Mental Capacity Act 2005**
  https://www.legislation.gov.uk/ukpga/2005/9/contents
- **Liberty Protection Safeguards (LPS) Implementation 2023**
  https://www.gov.uk/government/publications/liberty-protection-safeguards-implementation
- **Safeguarding Vulnerable Groups Act 2006**
  https://www.legislation.gov.uk/ukpga/2006/47/contents
- **Making Safeguarding Personal (MSP) Framework 2014**
  https://www.local.gov.uk/our-support/children-families-and-education/making-safeguarding-personal
- **Prevent Duty Guidance (updated 2023)**
  https://www.gov.uk/government/publications/prevent-duty-guidance

- **Revised Statutory Guidance for the Disclosure and Barring Service (DBS) 2023**
  https://www.gov.uk/government/publications/dbs-code-of-practice

Wales – Core Statutory Frameworks

- **Social Services and Well-being (Wales) Act 2014**
  https://www.legislation.gov.uk/anaw/2014/4/contents/enacted
- **Working Together to Safeguard People: Code of Practice (Parts 4–7) 2022**
  https://www.gov.wales/working-together-safeguard-people-code-practice
- **All Wales Safeguarding Procedures and Guidance**
  https://www.gov.wales/safeguarding-guidance
- **Keeping Learners Safe 2022**
  https://www.gov.wales/keeping-learners-safe
- **Preventing Radicalisation and Extremism Guidance (Wales)**
  https://www.gov.wales/prevent-duty-guidance

Regulatory Frameworks (England and Wales)

- **Ofsted Education Inspection Framework (EIF) 2024**
  https://www.gov.uk/government/publications/education-inspection-framework
- **Care Quality Commission (CQC) Single Assessment Framework 2024**
  https://www.cqc.org.uk/publications/single-assessment-framework
- **Care Inspectorate Wales (CIW) Statutory Guidance 2024**
  https://www.careinspectorate.wales/
- **Estyn Common Inspection Framework (Education in Wales)**
  https://www.estyn.gov.wales/inspection

Additional and Emerging Safeguarding Guidance

- **Use of Reasonable Force, Restraint, and Restrictive Practices (DfE 2024)**
  https://www.gov.uk/government/publications/use-of-reasonable-force-in-schools
- **Online Safety Act 2023 – Statutory Guidance and Codes of Practice**
  https://www.gov.uk/government/collections/online-safety-bill
- **Information Sharing: Advice for Safeguarding Practitioners (DfE 2024)**
  https://www.gov.uk/government/publications/safeguarding-practitioners-information-sharing-advice
- **UK Council for Internet Safety (UKCIS) – Digital Resilience Framework 2023**
  https://www.gov.uk/government/groups/uk-council-for-internet-safety-ukcis
- **Home Office – Channel and Prevent Multi-Agency Panel Guidance (2024)**
  https://www.gov.uk/government/publications/channel-guidance
- **Department of Health and Social Care – Modern Slavery and Trafficking Guidance (2023)**
  https://www.gov.uk/government/publications/modern-slavery-duty-to-notify

Support and Specialist Organisations

- **NSPCC – Child Protection and Safeguarding**
  https://www.nspcc.org.uk/what-you-can-do/report-abuse/
- **Action on Elder Abuse (Hourglass UK)**
  https://www.wearehourglass.org/
- **Refuge – Domestic Abuse Support**
  https://www.refuge.org.uk/
- **Modern Slavery Helpline**
  https://www.modernslaveryhelpline.org/
- **Gov.uk – Preventing Radicalisation**
  https://www.gov.uk/government/collections/prevent-strategy
- **Ann Craft Trust – Safeguarding Adults and Young People at Risk**
  https://www.anncrafttrust.org/
- **Child Exploitation and Online Protection Command (CEOP)**
  https://www.ceop.police.uk/safety-centre/
- **Stop It Now! – Child Sexual Abuse Prevention**
  https://www.stopitnow.org.uk/

11. References

England

- **Care Act 2014** – Statutory Guidance (updated 2025)
- **Mental Capacity Act 2005** – including DoLS and Liberty Protection Safeguards (LPS, implemented 2023)
- **Safeguarding Vulnerable Groups Act 2006**
- **Making Safeguarding Personal (MSP) Guide 2014** – Local Government Association / ADASS
- **Working Together to Safeguard Children 2023** – statutory guidance for inter-agency safeguarding
- **Keeping Children Safe in Education (KCSIE) 2025** – statutory guidance for all education settings
- **Prevent Duty Guidance 2015 (updated 2023)**
- **Information Sharing: Advice for Safeguarding Practitioners (DfE 2024)**
- **DBS Code of Practice (updated 2023)**
- **Ofsted Education Inspection Framework (EIF) 2024**
- **Care Quality Commission (CQC) Single Assessment Framework 2024**
- **Modern Slavery Act 2015** – Statutory Guidance (updated 2023)

- **Use of Reasonable Force and Restrictive Practices Guidance (DfE 2024)**
- **Online Safety Act 2023 –** Ofcom Codes of Practice

Wales

- **Social Services and Well-being (Wales) Act 2014 – Statutory Guidance (updated 2025)**
- **All Wales Safeguarding Guidance – https://www.gov.wales/safeguarding-guidance**
- **Keeping Learners Safe 2022** – statutory guidance for education settings in Wales
- **Working Together to Safeguard People**: Code of Practice 2022 – statutory guidance for adult safeguarding
- **Preventing Radicalisation and Extremism Guidance** – aligned with Welsh Government protocols
- **Care Inspectorate Wales (CIW) Inspection Framework 2024**
- **Estyn Common Inspection Framework (Education in Wales)**

12. Version Control

This is a controlled document. As a controlled document, any printed copies of this document, or saved onto local or network drives should be actively monitored to ensure the latest version is always available.

Version Number	Date	Status	Changes
V1.0	February 2019	Final	New policy
V1.0	February 2020	Reviewed	
V2.0	January 2021	Updated Version	Brought Policy, Procedure and Guides together and added Code of Conduct, Professional Boundaries, DBS and Competency Framework
V3.0	February 2022	Updated version	Include link to prevent guidance, revises the 4 areas of abuse reporting. Reference to the SER
V4.0	January 2023	reviewed	Clarification that investigation by Salutem is initiated if agreed or asked by the local authority and that all incidents are to be logged in Nourish.
V5.0	January 2024	Reviewed	No changes
V6.0	August 2024	Amended	Changes to role titles
V7.0	September 2025	Updated	Rewritten to reflect all Salutem provisions of care learning and support. Includes Regulatory updates, and annual KCSIE Aug 2025. Separated procedure from policy.