

## Safeguarding and DBS Policy

### Introduction

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. A summary of the key legislation and guidance is available from; <https://learning.nspcc.org.uk/child-protection-system>.

We believe that:

- children and young people should never experience abuse of any kind
- we have a responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them.

We recognise that:

- the welfare of children is paramount in all the work we do and in all the decisions we take
- working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare
- all children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse
- some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- extra safeguards may be needed to keep children who are additionally vulnerable safe from abuse.

### Purpose and Scope

A large and growing part of our business is to provide fresh and nutritious produce for school catering across Devon and neighbouring counties. As a business, we are passionate about the health and wellbeing of children and alongside this safeguarding and protecting children from harm is of paramount importance.

Although Goosemoor Educatering Ltd. employee's do not work directly with children; many of our employees work onsite where children are present on a daily basis and therefore safeguarding issues may arise from time to time.

The purpose of this policy is to detail the steps we take as an organisation to keep children safe – including recruiting the right people to work onsite where children may be present and procedures to follow should any employee have a concern regarding a child's safety and wellbeing.

This policy applies to anyone working on behalf of Goosemoor Educatering Ltd. including drivers, sales employees, senior managers, Directors, paid staff, volunteers, seasonal workers, agency staff and students.

### Safer Recruiting

Safer recruitment is a set of practices that help ensure our staff and volunteers are suitable to work with young people. Please see our safer recruiting policy for more details.

### Disclosure and Barring Checks

To ensure that we are meeting our obligation to safeguard children from any potential risk and harm as a result of our business activities, any employee of Goosemoor Educatering Ltd. who may in their day-to-day duties come in to contact with children, will be required to undergo Disclosure & Barring Checks.

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Roles that may fall under this category include:

- Drivers
- Directors
- Sales employees visiting school clients.
- All Educatering employees
- If agencies are used, agency staff must be subject to the same checks as permanent staff, and it will be up to the manager to obtain and record confirmation from the agency that clearance has occurred.

Under the Rehabilitation of Offenders Act 1974 a person with a criminal record is not required to disclose any spent convictions unless the position they are applying for, or are currently undertaking, is listed as an exception under the act. Therefore, we have a legal responsibility to ensure we have a relevant exemption before requesting this from an applicant/employee/worker or risk withdrawal of our right to request DBS's in future, and potential prosecution.

Also, under the Protection of Freedoms Act 2012 we have a legal responsibility to ensure we carry out checks on anyone engaged in Regulated Activity but only carry out checks for those individuals of the appropriate barring list for the groups they are working with.

This check will be carried out at least every 3 years and a satisfactory check is a condition of employment.

### Reporting Concerns

If you have any concerns about a child's safety or suspect a safeguarding issue for example, a child is suffering some form of abuse or neglect, you should raise this concern immediately with a Safeguarding Officer at the school or if this is not reasonably practical, Goosemoor Educatering Ltd.'s nominated safeguarding lead – Jamie Walsh, Director. You can do this in writing or by speaking with Jamie, however it is important to stress that it should be reported as soon as possible and without any undue delay. Jamie will take full details of the situation and if appropriate, will ensure that this is reported the proper channels. If this is in Devon then this will be reported to:

Devon Multi-Agency Safeguarding Hub (MASH)

**0345 155 1071**

[mashsecure@devon.gcsx.gov.uk](mailto:mashsecure@devon.gcsx.gov.uk)

Raising concerns about abuse or neglect can be very difficult and distressing for everyone involved. Deciding what's the right thing to do can be stressful. The Company will always endeavour to provide support to anyone involved in reporting a concern of abuse or neglect of a child. It is important to talk to the HR department or a Director if needed.

### Nominated Safeguarding Lead

Name: Jamie Walsh

Title: Director

Contact details: [Jamie.walsh@goosemoor.uk](mailto:Jamie.walsh@goosemoor.uk) / 07841916442

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