



Safeguarding Policy

Purpose

The purpose of this policy is to protect people, particularly children and vulnerable adults, from any harm that may be caused due to their coming into contact with Go Ape activities. This includes harm arising from:

- The conduct of staff or personnel associated with Go Ape
- The design and implementation of Go-Ape's programmes and activities

The policy lays out the commitments made by Go Ape and informs staff and associated personnel of their responsibilities in relation to safeguarding.

This policy does not cover:

- Sexual harassment in the workplace – this is dealt with, under Go Ape's Anti Bullying and Harassment Policy
- Safeguarding concerns in the wider community not perpetrated by Go Ape or associated personnel

What is safeguarding?

In the UK, safeguarding means protecting peoples' health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect

In our sector, we understand it to mean protecting people, including children and vulnerable adults, from harm that arises from coming into contact with our staff or activities.

Scope

- All staff contracted by Go Ape
- Associated personnel whilst engaged with work or visits related to Go-Ape, including but not limited to the following: consultants; volunteers; contractors; programme visitors including journalists, celebrities and politicians

Policy Statement

Go Ape believes that everyone we come into contact with, regardless of age, gender identity, disability, sexual orientation or ethnic origin has the right to be protected from all forms of harm, abuse, neglect and exploitation. Go Ape will not tolerate abuse and exploitation by staff or associated personnel.

This policy will address the following areas of safeguarding [as appropriate]: child safeguarding, vulnerable adult safeguarding, and protection from sexual exploitation and abuse.

Go Ape commits to addressing safeguarding throughout its work, through the three pillars of prevention, reporting and response.



Prevention

Go Ape responsibilities:

- Ensure all staff have access to, are familiar with, and know their responsibilities within this policy
- Design and undertake all its programs and activities in a way that protects people from any risk of harm that may arise from their coming into contact with Go Ape activities.
- Implement safeguarding procedures when recruiting, managing and deploying staff and associated personnel
- Ensure staff receive training on safeguarding at a level commensurate with their role in the organization
- Follow up on reports of safeguarding concerns promptly and according to due process

Enabling reports

Go Ape will ensure that safe, appropriate, accessible means of reporting safeguarding concerns are made available to staff and the communities we work with.

Any staff reporting concerns or complaints through formal whistleblowing channels (or if they request it) will be protected by Go Ape's Whistleblowing Policy.

Go Ape will also accept complaints from external sources such as members of the public, partners and official bodies.

How to report a safeguarding concern

Staff members who have a complaint or concern relating to safeguarding should report it immediately to their Safeguarding Officer or line manager. If the staff member does not feel comfortable reporting to their Safeguarding Officer or line manager (for example if they feel that the report will not be taken seriously, or if that person is implicated in the concern) they may report to any other appropriate staff member. For example, this could be a senior manager or a member of the HR Team.

Lead Safeguarding Officer

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Response

Go Ape will follow up safeguarding reports and concerns according to policy and procedure, and legal and statutory obligations and will apply appropriate disciplinary measures to staff found in breach of policy.



Confidentiality

It is essential that confidentiality is maintained at all stages of the process when dealing with safeguarding concerns. Information relating to the concern and subsequent case management should be shared on a need to know basis only and should be kept secure at all times.