



SAFEGUARDING POLICY

Best Options Care

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1. Policy Statement

My college is committed to safeguarding and promoting the welfare of all individuals. We operate a zero-tolerance approach to abuse, neglect, and exploitation.

2. Purpose

To protect service users, provide clear guidance to staff, and ensure compliance with UK safeguarding legislation.

3. Scope

Applies to all staff, volunteers, and contractors supporting adults and children.

4. Key Safeguarding Principles

- Empowerment
- Prevention
- Proportionality
- Protection
- Partnership
- Accountability

5. Types of Abuse

Includes physical, emotional, sexual, financial, neglect, discriminatory, organisational, domestic abuse, and modern slavery.

6. Responsibilities

All staff must report concerns immediately, maintain records, and follow safeguarding procedures.

7. Reporting Procedure

Ensure safety, report to manager, record details, escalate to Local Authority, CQC, or Police if required.

8. Confidentiality

Information is shared on a need-to-know basis in line with GDPR.

9. Training

All staff receive safeguarding training and refresher courses.

10. Review

This policy is reviewed annually.

Approved by: Mr. Deji Akinsola.