

**OPTIONS FOR LIFE**  
**SAFEGUARDING CHILDREN**  
**POLICY**

Options for Life is fully committed to safeguarding the welfare of the children it works with. It recognises its duty of care to take all reasonable steps to promote safe practice and to protect children from harm, abuse and exploitation.

Staff and volunteers will endeavour to work together to encourage the development of an ethos which embraces difference and diversity and respects the rights of children.

Options for Life's Child Protection Officer will be responsible for keeping the organisation up-to-date with current legislation, receiving all allegations, and for initiating the appropriate actions.

All staff and volunteers have a duty to report *at the earliest possible opportunity* any allegation or concern of abuse, or where there is reason or evidence to think a child is being abused, or is at risk of abuse.

Options for Life will comply with all relevant legislation and adhere to best practice guidelines, seeking to implement Local Authority current advice and guidance where appropriate.

All staff and volunteers will be made aware of this policy and related procedures, and will be adequately trained.

Disciplinary action will be taken against any members of staff who do not comply with the organisation's Safeguarding Children policy and the associated procedures. Appropriate action will also be taken in the case of any volunteers, service users or other persons who do not comply with the Safeguarding Children policy and the associated procedures. This could include inclusion on a appropriate vetting / barring list and referral to Adult & Community Services, the police or any other relevant statutory body.

This policy was approved and endorsed by the Board of Trustees on 15<sup>th</sup> February 2010, with next review due on 15<sup>th</sup> February 2010.

**Related documents**

Options for Life Safeguarding Children procedures.