Computer Friendly

Safeguarding Policy   V1.0 October 2020

1. Policy statement

Computer Friendly is committed to protecting from harm all individuals without exception, regardless of age, gender, marital status, family or caring responsibilities, gender identity, ethnicity, disability, sexual orientation, religion or belief, class or social background, political or trade union membership.

The policy aims to:

- Protect children, young people, vulnerable adults and all other individuals from harm.
- Provide Volunteers with the principles that guide our approach to safeguarding.
- Create an organisational culture that prioritises safeguarding, so it is safe for people to report incidents and concerns in the knowledge they will be dealt with appropriately.

We will aim to keep individuals safe by:

- Ensuring our Volunteers who come into contact with the public are DBS checked and renewed every 3 years
- Providing a safe and trusted environment
- Providing effective support for all Volunteers
- Sharing concerns with relevant agencies

2. Scope and purpose

Computer Friendly commits to compliance with the:
- Safeguarding Vulnerable Groups Act 2006
- Protection of Freedoms Act 2012

3. Details

Procedures are detailed separately. But CF will ensure:
- All Volunteers meeting the public face-to-face at drop-ins, courses and workshops and other eligible CF activities, will be DBS checked at a level appropriate for their activity.
- Any suspected incidents should be reported to the Designated Safeguarding Officer (DSO) for investigation. If the subject of the incident is the DSO, then the report should be made to the deputy DSO.

4. Responsibilities

Designated Safeguarding Officer (DSO): Chris Blandford
Deputy DSO: The Chairman (Tony Bourke)
The Computer Friendly Board of Trustees has overall responsibility for Safeguarding in the organisation.
All Trustees and Volunteers have a duty to ensure any Safeguarding concerns are raised with the DSO.

5. Procedures, communication and training

Computer Friendly has Safeguarding procedures for Trustees and Volunteers.

CF Safeguarding procedures will be communicated to Trustees and Volunteers and those that are relevant to members of the public will be published on the CF web site. Appropriate training will be offered to all volunteers.

6. Monitoring

Compliance with this policy and related procedures will be monitored by the Trustees.

7. Policy Owner and Review

This policy is owned by the Board of Trustees.
This policy was last approved March 2020.
It was renamed V1.0 and issued in October 2020.
The next date of review will be March 2022.