



PoppyHarp SAFEGUARDING POLICY

Overview

PoppyHarp is dedicated to actively safeguarding and promoting the welfare of all individuals associated with it. The belief that “safeguarding is everyone’s business” underscores the responsibility of all individuals working for or with PoppyHarp to respond promptly to any concerns, suspicions, or evidence of abuse or neglect. By upholding this collective ethic, PoppyHarp aims to better care for and protect those who engage with it. To fulfil this commitment, PoppyHarp has developed a safeguarding policy and procedures applicable to all individuals within its sphere. The primary objective of this safeguarding policy is to shield people, particularly children and vulnerable adults, from harm that may arise from their interaction with PoppyHarp. This policy outlines the obligations undertaken by PoppyHarp and informs its staff and partner organisations of their safeguarding responsibilities, to be read alongside related policies outlined in the Safeguarding Framework section below. PoppyHarp operates with three lines of defence to safeguard those who engage with it and to protect its staff against risks.

1. **Safe Product and Process Design:** PoppyHarp adopts a “safe by design” approach in developing all products and processes to mitigate safeguarding risks. For example, age-appropriate content is ensured, and politically sensitive material is avoided.
2. **Safety Integration in People-related Processes:** PoppyHarp incorporates safety measures into all people-related processes, such as conducting thorough DBS checks (or equivalent criminal record checks for staff outside the UK) and rigorous referencing for individuals interacting with children or vulnerable adults. Training on safeguarding is provided during induction and periodically thereafter to reinforce vigilance.
3. **Robust Incident Response Processes:** In the event of safeguarding incidents, PoppyHarp has robust processes in place to enable individuals to raise concerns quickly and effectively.

About this Policy

PoppyHarp’s Safeguarding Policy applies to various categories of individuals, including employees, fixed-term/temporary agency workers, consultants, contractors, trustees, and representatives or agents of PoppyHarp. Breaches of this policy are treated seriously and may result in disciplinary action or termination of the relationship, depending on the individual’s status.

Staff across PoppyHarp's subsidiaries and partner organisations are expected to adhere to this Safeguarding Policy where appropriate. In cases where local safeguarding legislation conflicts with this policy for subsidiary companies outside the UK, the local legislation should be followed, subject to advice from the Designated Safeguarding Lead - Fran Barsby. However, if this policy imposes stricter obligations than local laws, it takes precedence.

Partners:

PoppyHarp collaborates with partner organisations, and this policy is intended to complement their equivalent policies. PoppyHarp expects any partner organisations to uphold similar values and commitments regarding safeguarding. Each partner organisation must appoint a staff member responsible for promptly reporting safeguarding concerns to PoppyHarp's Designated Safeguarding Lead.

Definitions:

The policy provides definitions for children and vulnerable adults, recognising that vulnerability may vary based on individual circumstances and is subject to change.

Safeguarding Structure:

Designated Safeguarding Lead (DSL) ensures effective oversight and management of safeguarding incidents. Our DSL is Fran Barsby info@poppyharp.com

Roles and Responsibilities:

The policy outlines the responsibilities of the DSL and staff members in ensuring a positive safeguarding culture and handling safeguarding concerns promptly and appropriately.

Principles:

PoppyHarp commits to embedding a safeguarding culture by prioritising the welfare of children and vulnerable adults, taking allegations seriously, integrating safeguarding into various organisational processes, and collaborating with relevant authorities and agencies.

Safeguarding Framework:

The Safeguarding Policy operates within a framework comprising linked policies and procedures, including Code of Conduct, Whistleblowing Policy, Recruitment Policy, among others, to ensure comprehensive safeguarding across all interactions with PoppyHarp.

Update History

The following changes have been made to this document:

Fran Barsby 28/04/2024

Fran Barsby 11/09/2019