## **Introduction**

Just Education Matters CIC (JEM) works with young people through a variety of programmes and projects. JEM believes that safeguarding and protecting children from harm should underpin all of our work with young people, to ensure they have positive experiences, not only when engaging with our services but in their daily activities.

**JEM** is required to fulfil its legal duty under Section 11 of the Children Act 2004 and fulfil statutory responsibilities set out in Working Together to Safeguard Children (HM Government 2006). Therefore, safeguarding and promoting the welfare of children must be an integral part of the services offered to all children and young people within JEM.

JEM has a responsibility to continually review and monitor its safeguarding policy and procedures, gaining further advice and information wherever possible. All staff, volunteers and board members should be aware of this policy and procedures in order to understand their individual responsibilities and help promote best practice.

Promoting children's wellbeing and safeguarding them from significant harm depends upon effective information sharing, collaboration between agencies and understanding of the need to work in partnership with children and young people and their families.

The aim of this policy is to set out the responsibilities of JEM and its employees to safeguard and promote the welfare of children and young people. This guidance outlines what is unlawful and will not be tolerated, and how staff and volunteers can act professionally in all engagement with young people. It also outlines what is and is not appropriate behaviour from staff and volunteers. It is not exhaustive and staff should complete risk assessments for all events involving young people in order to help identify and manage any potential risks.

Joan Hall is the Key Safeguarding Officer for JEM and should be the first point of contact in relation to safeguarding issues.

Annette McCrea is the Deputy Key Safeguarding Officer for JEM and should be contacted immediately if you have urgent concerns about a child and can't contact the Key Safeguarding Officer.

Esther Maynard is the Board Level Safeguarding Lead and provides challenge and support to the Key Safeguarding Officer.

The board has responsibility for JEM Safeguarding Policy, ensuring that this is reviewed and updated regularly and that the Board has effective arrangements and processes in place in order to secure compliance with statutory obligations and guidance.

## **Policy**