



**SAFEGUARDING AND
CHILD PROTECTION POLICY
SUMMARY**

June 2017

Make-A-Wish UK Safeguarding & Child Protection Policy Summary

Make-A-Wish UK is committed to the following:

- The welfare of the young person is paramount.
- All young people, whatever their age, culture, ability, gender, language, racial origin, religious belief and/or sexual identity, should be able to participate in any Make-A-Wish UK activity in a safe environment.
- Taking all reasonable steps to protect young people from harm, discrimination and degrading treatment and to respect their rights, wishes and feelings.
- That all suspicions and allegations of poor practice or abuse will be taken seriously and responded to swiftly and appropriately.
- That all Make-A-Wish UK staff and volunteers who work with young people, will be recruited with regard to their suitability for that responsibility and will be provided with guidance and training in good practice and child protection procedures.
- That young people should be listened to as well as given opportunities to assist in the development of safeguarding and child protection good practice and;
- To work in partnership with Parents or Carers and young people to safeguard and protect all young people.

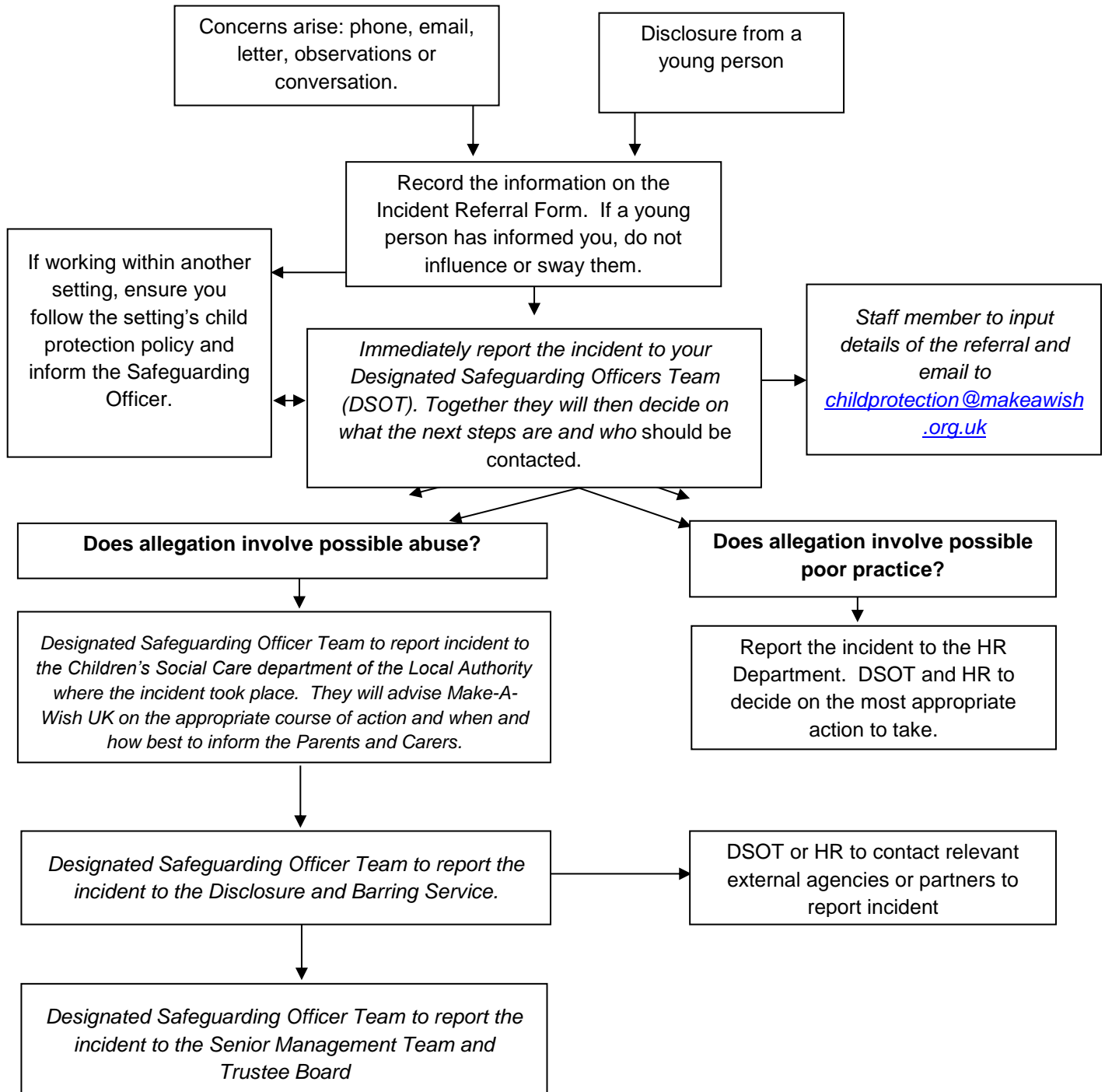
It is NOT the responsibility of those working at Make-A-Wish UK to decide that child abuse is occurring, it is however their responsibility to act on any concerns by reporting any incident to the relevant Safeguarding Officer or a Line Manager as well as completing an Incident Referral Report Form.

Raising concerns, making disclosures and/or reporting safeguarding matters should be sent to:

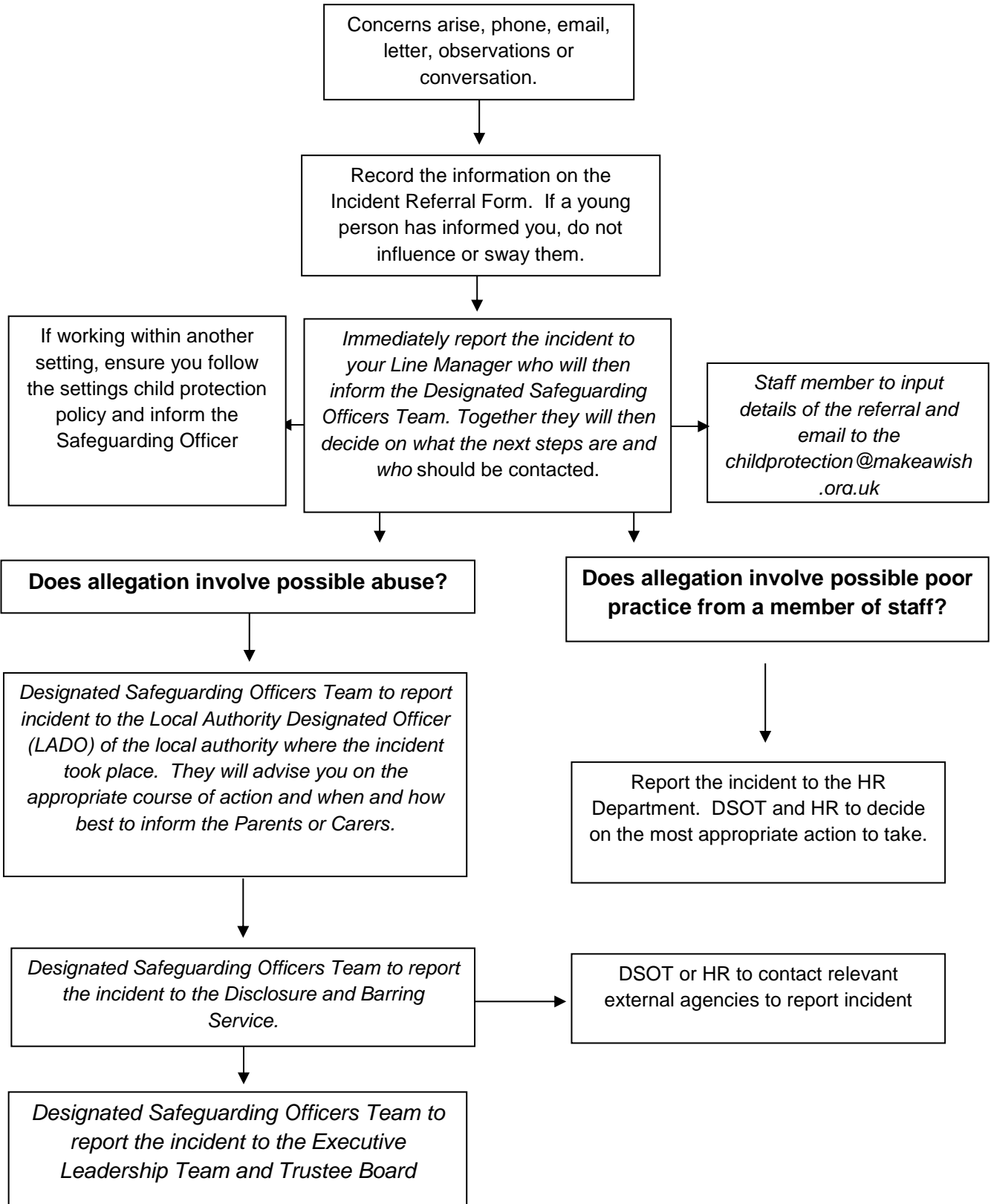
childprotection@makeawish.org.uk

Or by calling the Safeguarding Team on 01276 40 50 60.

Process for responding to suspicions and allegations concerning a young person



Process for responding to suspicions and allegations Concerning any person working with young people



Make-A-Wish UK Designated Safeguarding Officers Team is responsible for:

1. Reviewing and updating the policy and procedures/practices
2. Carrying out investigations relating to Safeguarding and Child Protection matters
3. Reporting to and advising the Senior Management Team on all Safeguarding and Child Protection matters.

The Designated Safeguarding Team is currently:-

Trustee board sponsor: Per Harkjaer (Chairman of the board of Trustees).

Designated Lead Officer: Mark Curtin (Operations Director)
Deputy Lead Officer: Joanne Micklewright (Wish Granting Director)
Deputy Lead Officer: Marcus Lee (HR & Volunteering Director)
Assistant Lead Officer: Helen Gee (Digital & Marketing Team Representative)
Assistant Lead Officer: Pamela Zabbia (Volunteering Team Representative)
Assistant Lead Officer: Lucy Dowling (Wish Granting Team Representative)

It is expected that Make-A-Wish UK staff & volunteers should:

- Always work in an open environment
- Promote fairness, confront and deal positively and pro-actively with bullying, harassment or any other inappropriate behaviour
- Treat all young people equally and with respect and dignity.
- Always put the welfare of the young person first.
- Maintain a safe and appropriate distance, avoiding unnecessary physical contact with young people.

Make-A-Wish UK staff & volunteers should not:

- Transport a young person unless in an emergency.
- Undertake medical treatment on a young person unless qualified to do so.
- Spend time alone with young people away from others.
- Engage in rough, physical or sexually provocative games.
- Use their own mobile phone or tablet to communicate with young people except in emergencies.
- Be over friendly with young people or make sexually suggestive comments to a young person, even in fun.
- Allow or engage in inappropriate touching of any form.
- Allow young people to use inappropriate language unchallenged.
- Reduce a young person to tears as a form of control.
- Allow allegations made by a young person to go unchallenged, unrecorded, unreported or not acted upon.
- Do things of a personal nature that the young person can do themselves.
- Share a room with a young person.

The Safeguarding and Child Protection Policy is available to all staff, partners, Parents and Carers, participants and the general public at large via www.makeawish.org.uk/childprotection