



Community Environmental Educational Therapy CIC (CEET)

Safeguarding Policy

Version 1 | 16 June 2022

Date	Summary	Owner	Review Date
16/6/2022	First Version Created	Sarah Jellard	June 2023
12/06/2023	Second Version	Sarah Jellard	June 2023

Designated Safeguarding Lead : Sarah Jellard (Level 3)

Deputy Safeguarding Lead: Karen Atkinson

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Purpose

- To showing compliance with safeguarding law and for giving staff and volunteers on CEET CIC's expectations. It also acts as a trust signal for parents, carers, and guardians of children.

How to Raise a Concern

- Speak or email the Safeguarding Lead, Sarah Jellard (Director) at sarah@ceetcic.co.uk/ 07885438762 and/or Karen Atkinson (Director) 07536115887 / atkinsonkaren@live.co.uk
- If you feel that you can't speak to either Sarah or Karen then please contact the Devon Safeguarding Adults Partnership or Active Devon (see below).
- If you feel a person is in immediate danger, please contact the Police on 999.

Responding to Concerns

- Your concern will be listened to and your privacy respected.
- An incident form will be completed. Copy Attached.
- The incident will be reported to CEET CIC in the first instance, then with additional external agencies or authorities where necessary.
- All incident forms will be stored securely and confidentially.

Whistleblowing Procedure

- If you feel you cannot speak to Sarah Jellard or Karen Atkinson then please contact:
 1. Devon Safeguarding Adults Partnership
 2. Active Devon
 3. Ann Craft Trust
 4. NSPCC

Additional Support and Information

- To seek support from the [Devon Safeguarding Adults Partnership](#)
- To contact Active Devon's Safeguarding Lead email aaron.harverson@activedevon.org, <https://www.activedevon.org>
- Other organisations that can provide further information on what safeguarding is, additional support or guidance, Ann Craft Trust, <https://www.anncrafttrust.org/>
- For help for adults concerned about a child contact the NSPCC on 0808 800 5000
- Contact your local police on 101 if believe that an offence may have occurred. Contact the police on 999 if somebody is in immediate danger of significant harm, injury or death.

Our Code of Conduct

- Sarah Jellard is a qualified teacher, Level 3 Safeguarding lead, paddle board instructor, beach lifeguard and surf instructor and passionate about nature, the outdoors, protecting our environment and using nature as a tool for supporting wellbeing.
- We support the health of young people and adults in Devon through community, environmental and wellbeing projects to help our people and our planet. CEET CIC complies with the Data Protection Act 2018 (DPA) and the General Data Protection Regulations (GDPR).
- All participants data is collected and confidential within CEET CIC.
- We will collect only the minimum amount of personal data needed to administer the project/activity.
- We will keep your data safely and securely.
- We will not share it with anyone else without your permission.



- We will not keep your data for longer than necessary. You can make a request to see what data we hold on you at any point by contacting Sarah Jellard.

Equality and Diversity

“The Public Sector Equality Duty of the Equality Act 2010 requires public bodies to:

- have due regard to the need to eliminate discrimination, harassment and victimisation
- promote equality of opportunity
- foster good relations between those who share protected characteristics and those who don't.”

All CEET staff and volunteers will ensure this by:

- Showing respect for all individuals.
- Including, communicating with, encouraging and motivating participants equally.

Health and Safety

- Risk Assessments for all activities and locations are carried out and available. (including Covid-19 protocols and waiver)
- Attendance register taken and stored securely.
- All school groups are at school sessions with at least one school staff First Aid member.
- Outdoor First Aid qualifications are renewed every 3 years.
- Public Liability Insurance renewed annually.
- Permissions and licences to enter on land in place.



Supporting Information

Definitions

Adults at Risk

An adult at risk is an individual aged 18 years and over who:

- Has needs for care and support (whether or not the local authority is meeting any of those needs)
- Is experiencing, or at risk of, abuse or neglect
- As a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

Abuse and Neglect

Abuse is a violation of an individual's human and civil rights by another person or persons. It can occur in any relationship and may result in significant harm to, or exploitation of, the person subjected to it. Any or all of the following types of abuse may be perpetrated as the result of deliberate intent, negligence, omission or ignorance. There are different types and patterns of abuse and neglect and different circumstances in which they may take place.

Safeguarding legislation in each home nation lists categories of abuse differently however, they all include the following types of abuse:

- Physical
- Sexual
- Psychological
- Neglect
- Financial

(For further information and definitions on safeguarding in relation to Children and Young People, please visit the [NSPCC website](#))

(For further information and definitions on safeguarding in relation to vulnerable adults/adults at risk, please visit the [Ann Craft Trust website](#))