

Safeguarding and Child Protection Policy

V1:090626

1. Introduction

HHF Training Ltd is committed to creating a safe and secure environment for all individuals, particularly children, young people and vulnerable adults participating in our programmes.

2. Policy Statement

HHF Training Ltd is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and stakeholders to share this commitment.

3. Legal Framework

HHF Training Ltd complies with relevant safeguarding legislation, statutory guidance and recognised best practice.

4. Definitions

Child: Anyone under the age of 18. Vulnerable Adult: An individual aged 18 or over who may be unable to protect themselves from harm, abuse or exploitation.

5. Responsibilities

All staff, volunteers, contractors, learners and stakeholders are responsible for safeguarding. Designated Safeguarding Officers (DSOs) oversee the implementation and management of safeguarding concerns.

6. Training and Awareness

Staff and volunteers will receive regular safeguarding and child protection training. Awareness activities will ensure recognition of safeguarding concerns and reporting responsibilities.

7. Reporting Procedures

Any safeguarding concern must be reported immediately to the Designated Safeguarding Officer or appropriate management representative.

8. Confidentiality

Safeguarding information will be handled confidentially and shared only on a need-to-know basis to protect individuals.

9. Responding to Concerns

All safeguarding concerns will be taken seriously and addressed promptly in accordance with established procedures and external agency requirements where applicable.

10. Prevent Duty

HHF Training Ltd is committed to preventing individuals from being drawn into terrorism or extremist activities and complies with Prevent Duty requirements.

11. Online Safety

Appropriate measures will be implemented to ensure online safety, including monitoring, filtering and safe digital learning practices.

12. Review and Evaluation

This policy will be reviewed regularly to ensure continued effectiveness and compliance.

13. Implementation

This policy will be communicated to staff, learners, volunteers and stakeholders and made available through organisational communication channels.

Approval

The management of HHF Training Ltd approves this Safeguarding and Child Protection Policy, effective from 9 June 2026.

Review Date: 9 June 2027.