

# Reading Families' Forum

*A voice for families of children and young people with  
special educational needs and/or disabilities*

## **SAFEGUARDING POLICY**

### **Context**

This policy is written with reference to Working Together to Safeguard Children 2018 and the Care Act 2014

### **Purpose and Aim of the Procedures**

This policy applies to trustees, the steering group, paid staff, contractors, and anyone associated with the Forum. It relates to all children and vulnerable adults.

The Forum is committed to ensuring that:

- The welfare of the child and vulnerable adult is paramount
- All concerns and allegations of abuse will be taken seriously by Trustees, the steering group, paid staff and contractors and responded to appropriately. This may require a referral to children or adult's services and, in emergencies, to the Police.
- The safe recruitment, selection and vetting of all paid staff and contractors.

The Forum recognises that children and adults with a disability, special educational need and/or from a different ethnic or cultural group can easily become victims of discrimination and prejudice. The Forum work to challenge discrimination so that such children and adults find the services they need. The Forum particularly recognises the barriers children and young people with disabilities and/or SEN can face, including with regards to communication.

This policy should be read in conjunction with the following policies:

[www.readingfamiliesforum.co.uk](http://www.readingfamiliesforum.co.uk)

Registered Charity No. 1166585

# Reading Families' Forum

*A voice for families of children and young people with special educational needs and/or disabilities*

- Dealing with concerns about abuse
- Safe Recruitment
- Code of Behaviour for Trustees, the steering group, paid staff and contractors
- Managing Forum Events

## Implementation

A copy of this policy will be given to all trustees, the steering group, paid staff and contractors and will be made publically available on our website. Copies are available to others on request. Procedures will be translated in different languages to reflect our membership, or in other forms for our disabled members as needed.

All trustees, paid staff and contractors working directly with children will be subject to a satisfactory enhanced Disclosure and Barring Service (DBS) check, which will be rechecked online every 3 years, and will undertake the Initial Safeguarding Training, to be renewed every 3 years.

The Designated Safeguarding Officers, Alice Carter and Ramona Bridgman will undertake the appropriate training every 3 years.

The Reading LADO can be contacted via phone/email on

**0118 937 2684** or [LADO@brighterfuturesforchildren.org](mailto:LADO@brighterfuturesforchildren.org)

## Review

This policy will be reviewed by the Trustees against new guidance and a review of any incidents during the year.

Forum Trustees

March 2023 – due for review March 2026

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