



**Notts County  
Foundation**

Inspiring active change

Notts County Foundation  
**The Portland  
Centre**

**Safeguarding  
Policy  
Statement**

## Safeguarding Policy Statement

**Because of the nature of the work undertaken by Notts County Foundation (NCF), it is required by law to have in place robust safeguarding policies and procedures to ensure the protection of children, young people and adults at risk. To ensure that NCF meets that duty - and as part of a proactive, integrated and consistent approach to safeguarding - the organisation has developed a Safeguarding Handbook.**

### What is safeguarding?

Safeguarding is the action that is taken to promote the welfare of children, young people and adults at risk and protect them from harm. Safeguarding means protecting people from abuse, maltreatment, neglect, harm and/or exploitation. Through NCF setting up and following good safeguarding policies and procedures, it means that children, young people and adults at risk - that come into contact with our organisation - are protected from those that might pose a risk. All organisations that work with (or come into contact with) children, young people and adults at risk are required to have safeguarding policies and procedures to ensure that everyone - regardless of their age, gender, religion or ethnicity - can be protected from harm.

### NCF's Safeguarding Ethos

NCF will always seek to provide protection to any person that receives our services. To this end NCF will provide staff and volunteers with guidance on procedures they should adopt in the event that they suspect a person may be experiencing, or be at risk of, harm. NCF believes that no one should ever experience abuse of any kind. NCF have a responsibility to promote the welfare of all children, young people and adults at risk to keep them safe. NCF are committed to work in a way that protects them. This **Safeguarding Policy Statement** applies to everyone that comes into contact with NCF - including as applicable - the Board of Directors & Executive Team, Senior Managers, Staff, Agency Staff, Contractors, Suppliers, Volunteers, Students on work experience, as well as anyone else working on behalf of NCF. This policy also applies to any other person that engages with the work of NCF and includes parents, carers, families and other visitors to NCF premises.

### Safeguarding at NCF

NCF places the safeguarding of children, young people and adults at risk as its prime focus and has developed full safeguarding policies and procedures. To underpin the approach, NCF ensures all of its management team, staff members and volunteers have been fully trained in safeguarding to enable the organisation to live and breathe its approach. **In developing NCF's safeguarding policies and procedures, the organisation has adopted the following three-part safeguarding strategy which focuses on:**

#### 1. Getting the right people involved with NCF

This is achieved through adherence to NCF's Safer Recruitment Policies and Procedures.

#### 2. Creating a safe environment for children, young people & adults at risk

This is achieved by providing all required safeguarding training, support and best practice advice; and further guidance by the effective communication of NCF's Codes of Conduct.

#### 3. Promoting clear systems to deal with any safeguarding concerns

This is achieved through implementation of all NCF's policies and procedures relating to safeguarding.

**A full copy of NCF's Safeguarding Handbook is available by speaking with (or contacting) the NCF person responsible for safeguarding.**

**Any person with a safeguarding concern or complaint - or who requires safeguarding support and advice - should not hesitate to contact the appropriate member of NCF's designated Safeguarding Team as detailed on the following page...**

## NCF's Internal Safeguarding Contacts

<b>Board Safeguarding Lead/Senior Safeguarding Manager</b>		
<b>Name</b>	Shaun Pollard	
<b>Job Title</b>	Trustee	
<b>Telephone Contact</b>	07479 290320	
<b>Email</b>	<a href="mailto:shaunpollard@portland.ac.uk">shaunpollard@portland.ac.uk</a>	
<b>Designated Safeguarding Officer</b>		
<b>Name</b>	Emma Trent	
<b>Job Title</b>	Chief Operations Officer	
<b>Telephone Contact</b>	07812 182895	
<b>Email</b>	<a href="mailto:Emma.Trent@nottscountyfoundation.org.uk">Emma.Trent@nottscountyfoundation.org.uk</a>	
<b>Deputy Designated Safeguarding Officer for Children, Young People &amp; Adults</b>		
<b>Name</b>	Josh Stevenson	
<b>Job Title</b>	Head of Department	
<b>Telephone Contact</b>	07534 135670	
<b>Email</b>	<a href="mailto:Josh.Stevenson@nottscountyfoundation.org.uk">Josh.Stevenson@nottscountyfoundation.org.uk</a>	
<b>Deputy Designated Safeguarding Lead for Adults Notts County Foundation</b>		
<b>Name</b>	TBC	
<b>Job Title</b>	TBC	
<b>Telephone Contact</b>	TBC	
<b>Email</b>	TBC	
<b>Deputy Designated Safeguarding Officer for Children &amp; Young People Notts County Foundation</b>		
<b>Name</b>	TBC	James Line
<b>Job Title</b>	TBC	Deputy Education Manager
<b>Telephone Contact</b>	TBC	07360 639991
<b>Email</b>	TBC	<a href="mailto:James.Line@nottscountyfoundation.org.uk">James.Line@nottscountyfoundation.org.uk</a>
<b>Deputy Designated Safeguarding Officer for Children, Young People &amp; Adults Portland Centre</b>		
<b>Name</b>	Melissa Beardsmore	Kath Radmall
<b>Job Title</b>	Community Leisure Manager	Swim School Coordinator
<b>Telephone Contact</b>	07597 248901	07731 601468
<b>Email</b>	<a href="mailto:Melissa.Beardsmore@theportlandcentre.co.uk">Melissa.Beardsmore@theportlandcentre.co.uk</a>	<a href="mailto:Kath.Radmall@theportlandcentre.co.uk">Kath.Radmall@theportlandcentre.co.uk</a>
<b>Online Safety Coordinator</b>		
<b>Name</b>	Emma Trent	
<b>Job Title</b>	Chief Operations Officer	
<b>Telephone Contact</b>	07812 182895	
<b>Email</b>	<a href="mailto:Emma.Trent@nottscountyfoundation.org.uk">Emma.Trent@nottscountyfoundation.org.uk</a>	
<b>Responsible Person for Health &amp; Safety</b>		
<b>Name</b>	Melissa Beardsmore	
<b>Job Title</b>	Community Leisure Manager	
<b>Telephone Contact</b>	07597 248901	
<b>Email</b>	<a href="mailto:Melissa.Beardsmore@theportlandcentre.co.uk">Melissa.Beardsmore@theportlandcentre.co.uk</a>	
<b>Responsible Person for Data Protection</b>		
<b>Name</b>	Priti Ghale	
<b>Job Title</b>	Office Administrator	
<b>Telephone Contact</b>	07766 425902	
<b>Email</b>	<a href="mailto:Priti.Ghale@nottscountyfoundation.org.uk">Priti.Ghale@nottscountyfoundation.org.uk</a>	

**NCF's Internal Safeguarding Contacts** continued...

Anyone with a safeguarding concern - and who would prefer not to speak directly with a member of our safeguarding team - should seek the appropriate support and guidance from the numbers below:

**Other Useful Safeguarding Contacts**

Local Police	Emergency 999 & Non-Emergency 101
NSPCC Helpline	0808 800 5000 or <a href="mailto:help@nspcc.org.uk">help@nspcc.org.uk</a>
ChildLine	0800 1111 (or text phone 0800 400 222) or <a href="http://www.childline.org.uk">www.childline.org.uk</a>