



# SAFEGUARDING ADULTS, YOUNG PEOPLE AND CHILDREN POLICY

REVIEW DATE - OCTOBER 2026



## **1.0 Policy Statement**

- 1.1 This policy sets out our commitment and approach to safeguarding adults, young people and children at risk from abuse, harm or neglect. This includes working collaboratively internally, with Local Authorities and other partners to ensure we effectively respond to all concerns about abuse and/or the neglect of adults, young people and children at risk.
- 1.2 Safeguarding is everyone's responsibility, as well as our collective responsibility as an organisation, each person working for or with Community Gateway Association (CGA) has an individual responsibility. The procedures that support this policy set out what individuals must do if they have any concerns about an adult, young person or child at risk of being abused or harmed.
- 1.3 The ultimate aim of safeguarding and our policy is protecting adults, young people and children at risk and promoting their health, wellbeing and human rights, enabling them to live free from harm, abuse and neglect. It is about doing as much as possible to prevent abuse happening as well as responding to concerns. It's about working together, both internally and with other agencies to put those at risk at the heart of all that we do.

## **2.0 Scope of the Policy**

- 2.1 Our policy ensures that CGA meets the requirements as set out in legislation and associated statutory guidance. For children and young people, this is primarily set out in the Children Acts 1989 and 2004. For adults, this is set out in the Care Act 2014. In respect to adults, our approach also reflects the principles of the Mental Capacity Act (2005).
- 2.2 The Regulator of Social Housing expects registered providers to have appropriate arrangements in place to help safeguard adults, young people and children at risk from abuse and/or harm.
- 2.3 This policy applies to all CGA employees and other people in a position of trust working for or with CGA e.g. agency staff, apprentices, contractors and volunteers.

- 2.4 The policy covers the children, young people and adults that CGA staff have contact with or those we are made aware of. Adults experiencing self-neglect fall under our safeguarding arrangements if the risk of harm is felt to be detrimental or could become detrimental.
- 2.5 Adults with multiple complexes such as those who have experienced homelessness, those who have addictions and or have experienced trauma in their lives may also need safeguarding from risk of harm.
- 2.6 Our role in safeguarding supports prevention and early intervention, as well as protection. Safeguarding should not be seen in isolation and encompasses both domestic abuse and antisocial behaviour.
- 2.7 This Safeguarding Policy specifically relates to the activities of Community Gateway. Our subsidiary organisation, Preston Vocational Centre, has its own safeguarding arrangements in place which are tailored to the needs of the Centre.

### **3.0 Safeguarding Young People and Children**

- 3.1 Children and young people are defined as those who have not yet reached their 18th birthday, including any unborn child. The fact that a child has reached 16 years of age and is living independently or is in further education or in the armed forces or in a secure estate does not change their entitlement to protection.
- 3.2 Our approach is in line with the key principals of the Children Acts and statutory guidance:
- All agencies have a role to play in the identifying concerns, sharing information and taking prompt action;
  - Adopting a child centred approach – listening to children and taking their views and their feelings into account;

- Promoting the welfare of children.

3.3 CGA aims to work in collaboration to:

- Protect young people and children from maltreatment;
- Prevent the impairment of health and or development;
- Ensure children grow up with safe and effective care;
- Take action to enable all children to have the best outcomes.

## **4.0 Safeguarding Adults**

4.1 Abuse is defined as the violation of an individual's human or civil rights by another person or persons. It can take many forms, including physical, sexual, emotional/psychological, financial, neglect, discrimination, and organisational abuse. It may also include self-neglect, modern day slavery and domestic abuse which includes coercion and control, economic abuse, honour-based violence forced marriages and female genital mutilation. It is behaviours that deliberately or unknowingly causes harm, endangers life or infringes on rights.

4.2 This policy is based on the six principles of safeguarding:

- Empowerment
- Prevention
- Proportionality
- Protection
- Partnerships
- Accountability

4.3 The five principles of the Mental Capacity Act also guide our approach:

- Presumption of capacity
- Unwise decisions
- Supporting people to make their own decisions
- Best interests
- Least restrictive options

## **5.0 Modern Slavery**

5.1 CGA produces an annual modern slavery and human trafficking statement as required by the Modern Slavery Act 2015 which is published on our website. CGA is fundamentally opposed to slavery and human trafficking, we will be alert and do what we can to ensure it is not taking place in our business or supply chains.

## **6.0 Radicalisation and Extremism**

6.1 The Prevent strand of the Counter Terrorism Strategy addresses radicalisation and extremism. Our training addresses the potential links to safeguarding.

## **7.0 Allegations against a 'Person in a Position of Trust'**

7.1 For the purposes of this policy a Person in a Position of Trust is someone who works for or on behalf of CGA in either a paid or voluntary capacity and about who allegations of abuse or neglect are made.

7.2 All allegations or suspicions of abuse, neglect or maltreatment of another person by a Person in a Position of Trust will be treated in accordance with the Whistleblowing Procedure or the Disciplinary Procedure as appropriate.

7.3 Concerns raised regarding other persons in a position of trust will be directed to the Head of Culture and Engagement who will review and discuss as appropriate with the relevant organisation.

## **8.0 Policy Objectives**

8.1 As a responsible landlord CGA recognises it has a key safeguarding role to play alongside other professionals such as those in social care, health and the police,

in keeping people safe. We are well placed to identify people with care and support needs, those at risk of abuse, share information and work in partnership to coordinate responses.

8.2 We will:

- safeguard individuals in a way that supports them to make choices and promotes empowerment;
- work collaboratively to prevent harm and reduce the risk of abuse or neglect to those within our homes;
- support people in a way that meets their needs and best interests;
- support and represent people when they need protecting;
- work in collaboration with other professionals and local communities;
- always be transparent and share information safely and appropriately.

8.3 We will do this by:

- ensuring that all our safeguarding systems and processes are person centred, and effective;
- clearly defining the roles and responsibilities in relation to safeguarding;
- ensuring that all our employees and contractors know how to recognise, respond, report, record and refer;
- ensuring we have strong multi-agency safeguarding partnerships in place.

8.4 We will monitor our progress against this policy by using the following measures:

- everyone who works for or on behalf of CGA will be afforded training to allow them to identify signs and indicators of abuse and how to report it;
- proactively seek feedback to enhance reporting mechanism;
- review safeguarding cases and safeguarding referrals;
- respond in a timely and effective way to concerns about abuse;
- ensure everyone who works for or on behalf of CGA has access to support from a Safeguarding Officer;
- ensure everyone's voice is heard and taken seriously;

- having appropriate arrangements in place to co-operate with the local authority to deliver safeguarding partnerships.

## **9.0 Knowledge and understanding**

- 9.1 To underpin the policy and ensure that CGA is achieving best practice we will ensure the responsibilities and procedures are fully understood and that all CGA colleagues receive training that enables them to recognise the signs of abuse or neglect and respond to them timely and appropriately.
- 9.2 The policy and procedures will be regularly reviewed to ensure they remain fit for purpose and meet the statutory requirements.
- 9.3 Learnings from audit recommendations, serious case reviews, key enquiries, and themes/trends identified from geographic areas or user groups will be reviewed and disseminated appropriately to enable continued improvement.
- 9.4 We will actively participate in internal and multi-agency meetings to inform best practice, to develop our knowledge and evolve our services.
- 9.5 Lessons learnt will be monitored to be assured that they have become embedded in practice.
- 9.6 We will provide relevant up to date training, source specialist training to identified cohorts of staff as required and include all new colleagues in a safeguarding induction.
- 9.7 We will maintain and forge new collaborative relationships with relevant partner agencies who can provide support to our communities and or influence a positive, collaborative service provision.

## **10.0 Responsibilities**

10.1 Responsibility for this policy is as follows:

- Head of Housing Services- Implementation of the policy
- Tenancy Services Manager – Operational application of the policy
- Safeguarding Lead – Provision of advice and support to colleagues, delivering training and facilitating ongoing best practice, collation and monitoring of assurance information
- All Managers – to embed the training and understanding of the procedure
- Independent Living Manager – Implementation of the policy
- Homelessness Prevention Manager – Implementation of the policy
- Head of Culture & Engagement/Head of Business Assurance – Concerns raised relating to 'Persons in a Position of Trust'

## **11.0 Data Protection**

11.1 The tenancy provides the legal basis for processing of information aligned to this policy. The retention of information will be the length of the tenancy plus six years.

## **12.0 Monitor and Review**

12.1 This policy will be reviewed on a regular basis, with a full review taking place every 2 years, to ensure accuracy and that CGA complies with relevant legislation.

12.2 Internal oversight will be delivered through the monitoring of our Gateway Promises, by our Gateway Central Committee, and routine internal audits will take place as part of our internal controls.

**END**



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