

Safeguarding Policy

Policy Pack 2026

Safeguarding is embedded across all areas of MAVUK's work and underpins how we support children, young people, adults, families, and communities.

Organisation	Mothers Against Violence UK (MAVUK)
Primary safeguarding contact	Ian Cameron Swanston Chairperson office@mavuk.org 07869751806
Version	2026 edition

At a glance

Primary safeguarding contact: Ian Cameron Swanston | office@mavuk.org | 07869751806

Emergency: call 999 if a child, young person, or adult is in immediate danger.

This document provides the overarching safeguarding framework for all MAVUK services.

Document control

Document owner	MAVUK
Policy lead	Ian Cameron Swanston, Chairperson
Applies to	Trustees, staff, volunteers, facilitators, sessional workers, and contractors
Approval date	19 April 2026
Review frequency	Annual or sooner if guidance or practice changes
Next review due	19 April 2027

1. Policy statement

MAVUK is committed to safeguarding and promoting the welfare of children, young people, and adults at risk. Everyone has the right to feel safe, be treated with dignity and respect, and be protected from abuse, neglect, exploitation, discrimination, and avoidable harm.

Safeguarding is embedded across counselling, mentoring, family support, youth activities, outreach, training, and community programmes. This policy sets the baseline standard for all trustees, staff, volunteers, facilitators, and contractors acting on behalf of MAVUK.

2. Purpose and scope

This policy explains MAVUK's safeguarding principles, responsibilities, reporting expectations, and response procedures.

It applies to all people working for or on behalf of MAVUK, across face-to-face, outreach, telephone, online, and community-based delivery.

- Children and young people under 18
- Adults at risk aged 18 and over
- One-to-one work, groups, events, trips, home and community visits, and digital contact

3. Legal and policy framework

This 2026 edition is aligned to current safeguarding guidance in England, including Working Together to Safeguard Children 2026, the Children Act 1989 and 2004, and the Department for Education information-sharing advice updated in 2024.

For adults, the policy is aligned to the Care Act 2014 and the Care and Support Statutory Guidance, which makes clear that Chapter 14 replaces the older No Secrets framework. Relevant duties may also arise

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under the Mental Capacity Act 2005, Human Rights Act 1998, Equality Act 2010, Domestic Abuse Act 2021, data protection law, and criminal law.

Concerns linked to radicalisation must be treated as safeguarding concerns and escalated appropriately.

4. Safeguarding principles

- The welfare and safety of the person is paramount.
- Safeguarding is everyone's responsibility.
- Concerns and disclosures must always be taken seriously.
- Responses should be timely, proportionate, and clearly recorded.
- Information should be shared on a need-to-know basis where necessary to keep someone safe.
- MAVUK will work in partnership with statutory agencies when risk thresholds are met.
- Safeguarding practice must be inclusive, anti-discriminatory, and trauma-informed.

5. Roles and responsibilities

Trustees are responsible for governance, policy review, oversight, and ensuring that safe systems of work are in place.

Managers and leads are responsible for safer delivery, escalation, supervision, and follow-up.

All staff, volunteers, facilitators, and sessional workers must recognise concerns, maintain professional boundaries, keep clear records, and report concerns on the same working day wherever possible.

6. Designated safeguarding contact

Primary safeguarding contact:

Ian Cameron Swanston | Chairperson | office@mavuk.org | 07869751806

If the safeguarding lead is unavailable and a person is at immediate risk, contact emergency services, children's social care, or adult social care without delay and then notify MAVUK.

7. Recognising safeguarding concerns

- Physical, emotional, sexual, and psychological abuse
- Neglect and acts of omission
- Domestic abuse, coercive control, stalking, and harassment
- Bullying, cyberbullying, discrimination, and hate incidents
- Child criminal exploitation, child sexual exploitation, county lines, and gang-associated harm
- Financial or material abuse, modern slavery, and trafficking
- Online abuse, grooming, harmful content, and digital coercion
- Self-neglect, self-harm, suicidal ideation, and serious mental health risk
- Radicalisation, harmful ideology, forced marriage, and female genital mutilation

8. Safer working practice

- Work in an open and observable way wherever possible.
- Use approved communication channels and professional boundaries at all times.
- Avoid unnecessary one-to-one isolation, secrecy, or favouritism.
- Do not promise absolute confidentiality.
- Do not transport, visit, or host children or adults at risk outside agreed arrangements unless authorised, risk assessed, and recorded.
- Report accidents, injuries, boundary concerns, and near misses promptly.

9. Responding to a disclosure or concern

- Stay calm, listen carefully, and take the concern seriously.
- Reassure the person that they have done the right thing by speaking up.
- Explain that the information may need to be shared to keep them safe.
- Establish only the basic facts needed to understand immediate risk.
- Make a factual written record as soon as possible using the person's own words where you can.
- Report the matter immediately, or on the same working day, to the safeguarding lead.

10. Do not

- Promise secrecy
- Investigate the matter yourself
- Ask leading or repeated probing questions
- Confront the alleged abuser
- Delay reporting because you are unsure
- Share sensitive information casually or with people who do not need to know

11. Reporting and escalation

Where there is immediate danger, serious injury, or a crime in progress, call 999.

The safeguarding lead will assess risk, make or coordinate referrals, record decisions, and liaise with statutory agencies. Where concerns relate to children, referrals should be made through local children's social care or the police. Where concerns relate to adults at risk, referrals should be made through adult social care or the police.

If the concern involves the safeguarding lead, or if you believe the response is inadequate, escalate directly to a trustee, local authority safeguarding team, or the police.

12. Record keeping, confidentiality, and information sharing

All safeguarding records must be clear, factual, dated, timed, and stored securely.

Records should include the concern, what was said or observed, who was present, immediate action taken, who was informed, and any referral made.

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Confidentiality is important, but it cannot override the need to protect someone from harm. Information should be shared lawfully and proportionately when safeguarding action is required.

13. Allegations against staff, volunteers, or trustees

Any allegation that a person working on behalf of MAVUK has harmed, may have harmed, or may pose a risk to a child or adult at risk must be reported immediately.

MAVUK will not investigate alone where external safeguarding or criminal thresholds may be met. Protective action, referral, and management action will be coordinated through the safeguarding lead and trustees as appropriate.

14. Training, learning, and review

All relevant personnel must receive safeguarding induction and refresher training appropriate to their role.

Safeguarding will be reinforced through supervision, debrief, policy review, and learning from incidents and near misses.

This policy should be reviewed at least annually, or sooner where legal guidance, local arrangements, or organisational practice changes.

Appendix A. Safeguarding reporting flow

1. Recognise a concern, disclosure, injury, pattern of risk, or unsafe behaviour.
2. Respond calmly, prioritise immediate safety, and call 999 if there is urgent danger.
3. Record what was seen, heard, or disclosed as soon as possible.
4. **Report the concern immediately, or on the same working day, to Ian Cameron Swanston at office@mavuk.org or 07869751806.**
5. The safeguarding lead will decide next steps, including referral to statutory services where required.
6. Store records securely and continue to support the individual appropriately.

Appendix B. Cause for concern form

Complete this form as soon as possible after a disclosure, observation, or incident. Use the person's own words where you can and distinguish clearly between fact, observation, and opinion.

Date and time of concern

Name of child, young person, or adult at risk

Age / date of birth (if known)

Address / location (if known)

Name of person completing form

Role

What was seen, heard, or disclosed?

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Immediate safety action taken

Description and location of any visible injuries or marks

Details of alleged abuser / source of concern (if known)

Who was informed and when?

Referral made to external agency?

Signature / date