

Appendix 2
Safeguarding Accountability within WELCARE

Safeguarding is the responsibility of us all

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| <p>TRUSTEES</p> | <p>Accountable for Welcare and therefore all safeguarding within the organisation.</p> <p>Receive regular reports on safeguarding.</p> |
| <p>CHIEF EXECUTIVE</p> | <p>Designated Safeguarding Lead.</p> <p>Accountable to the Trustees for safeguarding within the organisation.</p> <p>Ensures a clear framework for the management accountability for safeguarding.</p> <p>Line management responsibility for the safe delivery, quality and effectiveness of services.</p> <p>Commissions' specific time limited work to address safeguarding issues.</p> <p>Ensures that safe recruitment practices are followed & that staff appointed has the necessary skills and experience in safeguarding appropriate to their role.</p> <p>Ensures that effective supervision supports safeguarding at all levels within the department.</p> <p>Commissions the auditing of specific areas of work.</p> <p>Receives internal reports as part of the Serious Case Review and Section 11 processes.</p> |
| <p>Centre Managers, Child and Family Support Service Managers, Social Workers, Senior family Support worker, Family Support Workers, Volunteer Manager and Volunteers</p> | <p>Accountable to the Chief Executive for safeguarding in the centres and services within the local authorities we serve.</p> <p>Centre Managers accountable to the Chief Executive have day to day responsibility for safeguarding in the centres.</p> <p>Together with the Chief Executive ensure safe recruitment practices are fully employed in the recruitment of both staff and volunteers and that they have the necessary skills and experience in safeguarding, appropriate to the role.</p> <p>Line management responsibility for the safe delivery, quality and effectiveness of the services within their region.</p> <p>Ensure all supervisors and managers within the centres receive an appropriate level of</p> |

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| | <p>safeguarding training appropriate to their role and responsibilities.</p> <p>Ensure effective supervision supports safeguarding in the centres.</p> <p>Report on the practice and management of safeguarding in their region and respond to safeguarding audits, as required.</p> <p>Offer advice and support to staff on safeguarding issues when managers are absent, as well as providing support to managers, volunteer manager, and volunteers and others as necessary.</p> <p>Ensure the development of a safeguarding culture within the context of their services.</p> <p>Undertake management reviews when there are concerns about quality and effectiveness in relation to safeguarding and take corrective action where necessary.</p> <p>Ensure that the Trustee and senior team meetings have safeguarding as a standing item on their agenda.</p> |
| <p>Named persons, Designated Safeguarding Professional</p> | <p>To offer consultation and advice locally to staff together with their line-manager on safeguarding issues.</p> |
| <p>Front line Staff, Administrators, Students and Volunteers</p> | <p>Accountable to their centre or service manager for safeguarding within their work.</p> <p>Responsibility for the safe delivery, quality and effectiveness of the services they provide.</p> <p>Are alert to safeguarding issues in all aspects of their work.</p> <p>Keep accurate and timely records which are signed and dated and comply with Welcare's procedures in relation to file format and management.</p> <p>Remember that the welfare of the child is paramount and draw to the attention of line management any concerns they may have for the welfare of a child.</p> <p>Make referrals to Children's Social Care as necessary in consultation with their line manager.</p> <p>Use supervision and appraisal to reflect on practice in relation to safeguarding.</p> <p>Undertake safeguarding training as necessary</p> |

Updated June 2018