

Safeguarding, Child Protection and Prevention Policy

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1. Purpose

XPERTSTEM is committed to safeguarding and promoting the welfare of children and young people. This policy ensures all individuals working with or on behalf of the organisation understand their responsibilities to protect children from harm.

2. Scope

This policy applies to all employees, consultants, contractors, volunteers, and representatives of **XPERTSTEM** involved in any activity with individuals under the age of 18.

3. Legal and Regulatory Framework

This policy is aligned with:

- Children Act 1989
- Children Act 2004
- Working Together to Safeguard Children

4. Definitions

- **Child:** Any individual under 18 years of age
- **Safeguarding:** Protecting children from abuse and neglect
- **Abuse:** Includes physical, emotional, sexual abuse, and neglect

5. Policy Statement

XPertSTEM adopts a zero-tolerance approach to abuse and is committed to acting in the best interests of children at all times.

6. Roles and Responsibilities

- A **Designated Safeguarding Lead (DSL)** must be appointed
- All personnel must report safeguarding concerns immediately
- Management must ensure procedures are implemented and followed

7. Safer Recruitment

- Enhanced DBS checks must be conducted where applicable
- References must be obtained
- Identity and qualifications must be verified

8. Code of Conduct

Personnel must:

- Maintain professional boundaries
- Avoid one-to-one unsupervised contact where possible
- Not engage in inappropriate communication

9. Reporting Procedures

- All concerns must be reported immediately to the DSL
- If a child is in immediate danger, emergency services must be contacted
- Concerns must be documented accurately and confidentially

10. Incident Management

- All safeguarding concerns must be recorded
- Confidentiality must be maintained
- Appropriate authorities must be informed where required

11. Training

- Mandatory safeguarding training for all personnel
- Regular refresher training

12. Whistleblowing

Individuals may raise concerns without fear of retaliation.

13. Compliance

Failure to comply may result in disciplinary action and/or termination of contract.

