



FOOD BANK AID

Safeguarding Policy

1. Purpose

The purpose of this policy is to protect people, particularly children, at risk adults and beneficiaries of assistance, from any harm that may be caused due to their coming into contact with Food Bank Aid. This includes harm arising from:

- The conduct of staff or personnel associated with Food Bank Aid
- The design and implementation of Food Bank Aid's programmes and activities

The policy lays out the commitments made by Food Bank Aid, and informs staff and associated personnel¹ of their responsibilities in relation to safeguarding.

This policy does not cover concerns in the wider community not perpetrated by Food Bank Aid or associated personnel

2. What is safeguarding?

In the UK, safeguarding means protecting peoples' health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect.

In our sector, we understand it to mean protecting people, including children and at risk adults, from harm that arises from coming into contact with our staff or programmes.

Further definitions relating to safeguarding are provided in the glossary below.

3. Scope

- All staff contracted by Food Bank Aid
- Associated personnel whilst engaged with work or visits related to Food Bank Aid, including but not limited to the following: trustees; consultants; volunteers; contractors; programme visitors including journalists, celebrities and politicians

4. Policy Statement

Food Bank Aid believes that everyone we come into contact with, regardless of age, gender identity, disability, sexual orientation or ethnic origin has the right to be protected from all forms of harm, abuse, neglect and exploitation. Food Bank Aid will not tolerate abuse and exploitation by staff or associated personnel.

This policy will address the following areas of safeguarding: child safeguarding, adult safeguarding, and protection from sexual exploitation and abuse. These key areas of safeguarding may have different policies and procedures associated with them.

Food Bank Aid commits to addressing safeguarding throughout its work, through the three pillars of prevention, reporting and response.

¹ See 'Scope' for definition of associated personnel
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5. Prevention

5.1 Food Bank Aid responsibilities

Food Bank Aid will:

- Ensure all staff have access to, are familiar with, and know their responsibilities within this policy
- Design and undertake all its programmes and activities in a way that protects people from any risk of harm that may arise from their coming into contact with Food Bank Aid. This includes the way in which information about individuals in our programmes is gathered and communicated
- Implement stringent safeguarding procedures when recruiting, managing and deploying staff and associated personnel
- Ensure staff receive training on safeguarding at a level commensurate with their role in the organization
- Follow up on reports of safeguarding concerns promptly and according to due process

5.2 Staff responsibilities

Child safeguarding

Food Bank Aid staff and associated personnel must not:

- Engage in sexual activity with anyone under the age of 18
- Sexually abuse or exploit children
- Subject a child to physical, emotional or psychological abuse, or neglect
- Engage in any commercially exploitative activities with children including child labour or trafficking

Adult safeguarding

Food Bank Aid staff and associated personnel must not:

- Sexually abuse or exploit at risk adults
- Subject an at-risk adult to physical, emotional or psychological abuse, or neglect

Protection from sexual exploitation and abuse

Food Bank Aid staff and associated personnel must not:

- Exchange money, employment, goods or services for sexual activity. This includes any exchange of assistance that is due to beneficiaries of assistance
- Engage in any sexual relationships with beneficiaries of assistance, since they are based on inherently unequal power dynamics

Additionally, Food Bank Aid staff and associated personnel are obliged to:

- Contribute to creating and maintaining an environment that prevents safeguarding violations and promotes the implementation of the Safeguarding Policy
- Report any concerns or suspicions regarding safeguarding violations by Food Bank Aid staff member or associated personnel to the appropriate staff member

Food Bank Aid will ensure that safe, appropriate, accessible means of reporting safeguarding concerns are made available to staff and the communities we work with.

6. Bullying and harassment policy

Food Bank Aid is committed to creating an environment for volunteers and staff that is free of bullying and harassment. If volunteers or staff think that they are being bullied or harassed, they should speak in confidence to their co-ordinator/manager, or where their co-ordinator/manager is

the individual concerned, to the trustees as appropriate. All allegations of bullying and harassment will be investigated and, if appropriate, disciplinary action will be taken. Food Bank Aid will not tolerate victimisation of a person for making allegations of bullying and harassment in good faith or supporting someone to make such a complaint.

7. Whistleblowing

At Food Bank Aid, it is vital that everyone who works for us maintains the highest standards of conduct, integrity and ethics, and complies with local legislation. If an employee, volunteer, partner, consultant or contractor has any genuine safeguarding concerns, we wish to encourage them to communicate these without fear of reprisals.

If you genuinely believe that the actions of someone who works for Food Bank Aid could lead to or has resulted in a safeguarding concern, please follow the procedure below.

How to report a safeguarding concern:

Staff members and associated personnel who have a complaint or safeguarding concern should contact the Chair of the Food Bank Aid Trustees at Food Bank Aid, 36 Millfield Lane, London N6 6JB.

8. Response

Food Bank Aid will follow up safeguarding reports and concerns seriously and confidentially according to policy and procedure, and legal and statutory obligations. Investigations will be undertaken and solutions will be sought.

Food Bank Aid will apply appropriate disciplinary measures to staff or associated personnel found in breach of policy.

Food Bank Aid will offer support to survivors of harm caused by staff or associated personnel, regardless of whether a formal internal response is carried out (such as an internal investigation).

9. Confidentiality

It is essential that confidentiality is maintained at all stages of the process when dealing with safeguarding concerns. Information relating to the concern and subsequent case management should be shared on a need-to-know basis only, and should be kept secure at all times.

Policy approved by the Trustees of Food Bank Aid on 19 July 2021

Review on or before 31 July 2022