

OXFAM IRELAND SAFEGUARDING POLICY STATEMENT (N.I.)

Oxfam will ensure that all children, young people and adults at risk, while engaging in our activities or services are in a safe, caring environment where they feel listened to and valued. This includes, but is not limited to, young people and adults at risk engaged in volunteering activities with Oxfam.

Staff and volunteers in our organisation are committed to practice which promotes the welfare of children, young people and adults at risk and protects them from harm and exploitation.

Staff and volunteers accept and recognise our responsibilities to develop awareness of the issues that cause children, young people and adults at risk harm, and to establish and maintain a safe environment for all. We will not tolerate any form of abuse or harmful treatment.

We are committed to promoting an atmosphere of inclusion, transparency and openness and are open to feedback from the people who use our services, parents, carers, advocates and our staff and volunteers, with a view to how we may continuously improve our services/activities.

Oxfam's safeguarding policy is intended to cover all functions of Oxfam where staff and volunteers have contact with children, young people and adults at risk in the course of their duties.

This policy will be owned at all levels within Oxfam. Our Council of Trustees will direct the development of this policy and be responsible for its approval. All staff and volunteers within our organisation have a responsibility for the implementation of this policy. Everyone involved with our organisation including Oxfam Council of Trustees, Senior Management Team, staff, and volunteers will be provided with a copy of this policy statement. The policy statement will be prominently displayed in all Oxfam sites.

STAFF AND VOLUNTEERS IN OXFAM WILL ENDEAVOUR TO SAFEGUARD CHILDREN, YOUNG PEOPLE AND ADULTS AT RISK BY:

- **ADHERING TO OUR SAFEGUARDING POLICY AND ENSURING THAT IT IS SUPPORTED BY ROBUST PROCEDURES;**
- **CAREFULLY FOLLOWING THE PROCEDURES LAID DOWN FOR THE RECRUITMENT AND SELECTION OF STAFF AND VOLUNTEERS;**
- **PROVIDING EFFECTIVE MANAGEMENT FOR STAFF AND VOLUNTEERS THROUGH SUPPORT, SUPERVISION AND TRAINING;**
- **IMPLEMENTING CLEAR PROCEDURES FOR REPORTING CONCERNS TO STATUTORY AGENCIES THAT NEED TO KNOW, WHILE INVOLVING CHILDREN, ADULTS AT RISK, PARENTS, CARERS AND ADVOCATES APPROPRIATELY;**
- **IMPLEMENTING A CODE OF BEHAVIOUR FOR STAFF AND VOLUNTEERS;**
- **APPROPRIATELY MANAGING PERSONAL INFORMATION, CONFIDENTIALITY AND INFORMATION SHARING;**
- **IMPLEMENTING CLEAR PROCEDURES FOR RECEIVING COMMENTS AND SUGGESTIONS AND FOR DEALING WITH CONCERNS AND COMPLAINTS ABOUT OUR ORGANISATION; AND**
- **ENSURING GENERAL SAFETY AND RISK MANAGEMENT PROCEDURES ARE ADHERED TO.**

Oxfam's safeguarding policy will be supported by organisational policies and procedures aimed at promoting safe and healthy work practices, including: recruitment and selection, learning and development, grievance and disciplinary/resolving differences, code of conduct, equal opportunities, health and safety, support and supervision, and volunteer policy.

Oxfam is committed to reviewing this policy every three years. The next review will take place in February 2021, unless there is a significant change to legislation, policy or practice in the interim.

OXFAM IRELAND STAFF CONTACTS FOR REPORTING SAFEGUARDING CONCERNS IN RELATION TO A CHILD OR ADULT AT RISK

DESIGNATED OFFICER

Stephanie Coady (District Retail Manager)
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APPOINTED PERSON

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