



**Stronsay
Development
Trust**

Safeguarding Policy

Stronsay Development Trust (SDT)

Applies to: Children, Young People and Vulnerable Adults

Adopted: April 2024

Last Reviewed: April 2026

Next Review: April 2028

1. Introduction

Stronsay Development Trust (SDT) is committed to safeguarding and promoting the welfare of **children, young people and vulnerable adults** who participate in our activities or come into contact with our organisation.

Safeguarding means protecting a person's health, wellbeing and human rights, enabling them to live free from harm, abuse and neglect.

This policy sets out the principles and procedures SDT follows to ensure that all individuals engaging with the organisation are treated with dignity, respect and protected from harm.

This policy applies to:

- Board members and trustees
 - Employees
 - Volunteers
 - Session workers
 - Contractors and partner organisations
 - Anyone working on behalf of SDT
-

2. Policy Statement

Stronsay Development Trust believes that **everyone has the right to live free from abuse, harm and exploitation.**

We recognise our responsibility to safeguard:

- **Children and young people (under 18)**
- **Adults who may be vulnerable due to age, disability, illness or circumstance**

SDT is committed to creating an environment where individuals feel safe, respected and able to raise concerns.

We recognise that:

- The **welfare of children and vulnerable adults is paramount**
 - All people have an equal right to protection regardless of age, disability, gender reassignment, race, religion or belief, sex or sexual orientation
 - Some individuals may be **more vulnerable to harm due to previous experiences, dependency, communication needs or social circumstances**
 - Safeguarding requires **collaboration between organisations, families and statutory agencies**
-

3. Legal and Regulatory Framework

This policy is informed by legislation and guidance in Scotland, including:

- Children and Young People (Scotland) Act 2014
- National Guidance for Child Protection in Scotland (Scottish Government 2023)
- Getting It Right For Every Child (GIRFEC) framework
- UN Convention on the Rights of the Child (Incorporation) (Scotland) Act 2024
- Adult Support and Protection (Scotland) Act 2007

- Protection of Vulnerable Groups (PVG) Scheme (Scotland)
 - Data Protection Act 2018 and UK GDPR
-

4. Our Commitment

Stronsay Development Trust will safeguard children, young people and vulnerable adults by:

Listening and Respect

- Valuing, listening to and respecting all individuals
- Ensuring people feel comfortable raising concerns

Safe Recruitment

- Recruiting staff and volunteers safely
- Carrying out **PVG scheme checks where required**
- Providing clear role descriptions and codes of conduct

Training and Awareness

- Providing safeguarding training for staff and volunteers
- Ensuring everyone understands how to report concerns

Safe Activities

- Conducting risk assessments for activities
- Maintaining safe working environments
- Ensuring appropriate supervision

Information Protection

- Recording, storing and sharing information securely in line with **data protection legislation**

Partnership Working

- Working with parents, carers, partner organisations and statutory services to promote safety

Online Safety

- Promoting safe and responsible use of digital platforms and communication tools
- Addressing risks associated with online contact and social media

Safeguarding Culture

- Creating a culture where safeguarding is taken seriously and concerns are acted upon promptly
-

5. Safeguarding Responsibilities

Board of Trustees

The Board of Trustees has overall responsibility for safeguarding within SDT and must ensure:

- This policy is implemented and reviewed regularly
- Appropriate procedures are in place
- Staff and volunteers understand safeguarding responsibilities

Designated Safeguarding Lead (DSL)

SDT will appoint a **Designated Safeguarding Lead** responsible for:

- Receiving safeguarding concerns
- Liaising with statutory agencies
- Maintaining safeguarding records
- Providing advice to staff and volunteers

6. Reporting Concerns

All staff, volunteers and trustees have a **duty to report safeguarding concerns immediately**.

Concerns may arise from:

- Direct disclosure from a child or adult
- Observed signs of abuse or neglect
- Information from a third party
- Behaviour that raises safeguarding concerns

If a concern arises:

1. Ensure the individual is safe
2. Report the concern immediately to the **Designated Safeguarding Lead**
3. Record the concern factually and accurately
4. Do not investigate the concern yourself

If a person is at **immediate risk**, emergency services should be contacted.

7. External Safeguarding Contacts

If a safeguarding concern requires referral, the following agencies may be contacted:

Orkney Islands Council – Children and Families Social Work

Telephone: **01856 873535** (Mon–Fri 9am–5pm)

Out of Hours Social Work

Telephone: **01856 888000**

NHS Orkney / Balfour Hospital Switchboard

Telephone: **01856 888000**

Police Scotland

Emergency: **999**

Non-Emergency: **101**

Where relevant, safeguarding concerns may also be discussed with the **local Child Protection Officer**.

8. Supporting Policies

This policy should be read alongside other SDT policies including:

- Health and Safety Policy
 - Whistleblowing Policy
 - Code of Conduct
 - Equality and Diversity Policy
 - Lone Working Policy
 - Complaints Procedure
-

9. Policy Review

This policy will be reviewed every **two years**, or sooner if legislation or guidance changes.

10. Declaration

Stronsay Development Trust is fully committed to safeguarding the welfare of **children, young people and vulnerable adults** who engage with the organisation.

Safeguarding is a shared responsibility and everyone involved with SDT must adhere to this policy.

