



Royal College *of*  
Emergency Medicine

# Safeguarding Policy

December 2021

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## Principles

The Royal College of Emergency Medicine (the College) acknowledges the duty of care to safeguard and take reasonable steps to protect from harm people who come into contact with our charity.

This includes:

- people who benefit from our charity's work
- staff
- volunteers
- other people who come into contact with our charity through its work

The College is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and Charity Commission requirements.

This Policy does not relate to our membership at their place of employment but relates to College activities, services and products.

The Policy recognises that the welfare and interests of any people the College comes into contact with are paramount, especially children, younger people and vulnerable adults. It aims to ensure that regardless of age, ability or disability, gender reassignment, race, religion or belief, sex or sexual orientation, socio-economic background, any people the College comes into contact with:

- have a positive relationship with the College in a safe environment;
- are protected from abuse whilst participating in any activity provided by the College;
- are confident that any allegation of harm or a breach of our duty of care is taken seriously, properly investigated and appropriate actions taken as a result.

The College acknowledges that some people can be particularly vulnerable to abuse and we accept the responsibility to take reasonable and appropriate steps to ensure their welfare when they come into contact with us. This includes children and vulnerable adults.

As part of our safeguarding policy the College will:

- promote and prioritise the safety and wellbeing of all people who come into contact with us, especially children, young and vulnerable people
- ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns
- ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern
- ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored
- prevent the employment/deployment of unsuitable individuals
- ensure that our Human Resources policies provide appropriate protection for our employees

- ensure robust safeguarding arrangements and procedures are in operation
- monitor our performance annually to ensure common themes or risks are identified and any gaps addressed.

The policy and procedures will be widely promoted and are mandatory for everyone involved in the College. Appropriate training will be developed and cascaded around the organisation. Failure to comply with the policy and procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation.

### Raising Concerns

Any allegations concerning safeguarding concerns can be raised with any employee or Committee member who in turn must bring this to the attention to either of the Chief Executive, Director of Corporate Services, Head of HR or Vice President Membership and brought to the attention of the Trustees and the Chair of Corporate Governance Committee. Each allegation will then be investigated and acted upon in accordance with Charity Commission guidance. Any incidents of abuse alleged will result in the College where necessary making reports to and liaising with the police, social services and will include raising a serious incidence report to the Commission if:

- someone has been, or is alleged to have been, abused or mistreated while under the care of the charity, or by someone connected with the charity, for example a trustee, staff member or volunteer
- there has been an incident where someone has been abused or mistreated (alleged or actual) and this is connected with the activities of the charity
- there has been a breach of procedures or policies at the charity which has put someone at risk, including a failure to carry out checks which would have identified that a person is disqualified under safeguarding legislation, from working with children or adults.

### Review

The policy will be reviewed every year, or in the following circumstances:

- after a safeguarding incident has been detected
- changes in legislation and/or government guidance
- as required by the Charity Commission
- as a result of any other significant change or event.

(END)