

THE BAYLE RESIDENTS ASSOCIATION

Safeguarding Policy

Adopted: 01/08/2026 | Next Review: 01/08/2027

1. Policy Statement

This policy fulfils our constitutional duty to maintain a safe, secure and inclusive community. It applies to all committee members, volunteers, contractors, visitors and anyone acting for the Association. It protects all residents – adults and children – from abuse, neglect or harm, and follows:

- Care Act 2014, Children Act 1989/2004, Mental Capacity Act 2005
- Kent & Medway Safeguarding Adults Board / Kent Safeguarding Children Partnership procedures
- The 6 safeguarding principles: Empowerment, Prevention, Proportionality, Protection, Partnership, Accountability

2. Key Roles

Role	Name	Contact
Designated Safeguarding Lead (DSL)	Dean Richardson	07824858364 - d.h.richardson@btinternet.com
Deputy DSL	Hasmukh Patel	07597073452 - Hasu.patel1953@gmail.com

- **DSL:** First point of contact for all concerns; coordinates reporting and actions; keeps records.
- **All committee/volunteers:** Report worries immediately – do not investigate yourself.
- **All residents:** May raise concerns freely; will be treated with respect and without penalty.

3. Types of Harm We Guard Against

- Physical, emotional or sexual abuse
- Financial abuse or exploitation
- Neglect or acts of omission
- Discrimination, harassment or bullying
- Domestic abuse, modern slavery or self-neglect

4. Safe Practice

- **Recruitment:** Enhanced DBS checks for anyone working regularly with vulnerable adults/children; verify references and ID.
- **Conduct:** Maintain clear boundaries; avoid unsupervised one-to-one contact where possible; never accept gifts or money from residents.
- **Safety:** Regular risk checks for communal areas, events and access; keep homes and personal details private.
- **Confidentiality:** Share information only with authorised people; follow GDPR rules; never discuss concerns publicly.

5. Reporting a Concern

- Speak to the DSL or Deputy DSL straight away.
- Note only facts: who, what, where, when, what was seen or said.
- If someone is at immediate risk: Call 999 first.
- The DSL will formally notify Kent County Council Social Services or the Police within 24 hours where required.
- No one will be disadvantaged for raising a genuine concern.

6. Useful Contacts

Service	Phone
Emergency	999
Kent Adult Social Care	03000 41 41 41
Kent Children's Services	03000 41 11 11
Non-emergency Police	101