



# Safeguarding Policy for Adult Asylum Seekers and Refugees Accessing Aspiring Dreams (CIC) Services

## 1. Introduction

Aspiring Dreams Community Interest Company (CIC) is committed to creating a safe and welcoming environment for adult asylum seekers accessing educational services. We are dedicated to ensuring the protection and well-being of all individuals involved in our programs. This safeguarding policy outlines our commitment to safeguarding and promoting the welfare of adult asylum seekers in our care.

## 2. Definitions

2.1. Adult Asylum Seeker: An adult seeking asylum who is currently in the process of applying for refugee status and is accessing educational services provided by Aspiring Dreams CIC.

2.2. Safeguarding: The process of protecting individuals' well-being, ensuring they are safe from harm, and promoting their welfare.

## 3. Aims and Objectives

Our safeguarding policy is designed to:

- 3.1. Ensure the safety, dignity, and well-being of all adult asylum seekers accessing our educational services.
- 3.2. Raise awareness of the safeguarding procedures and responsibilities among all staff, volunteers, and participants involved in our programs.
- 3.3. Promote a culture of safeguarding and make it clear that the welfare of adult asylum seekers is of paramount importance.
- 3.4. Provide clear guidelines for recognizing, reporting, and addressing concerns regarding the safety and well-being of adult asylum seekers.

## 4. Responsibilities

4.1. Aspiring Dreams CIC Board of Directors:

- The board of directors is responsible for setting the overall safeguarding strategy and ensuring that all staff and volunteers are aware of their responsibilities.
- The board will appoint a designated Safeguarding Officer responsible for overseeing safeguarding policies and procedures.

4.2. Safeguarding Officer:

- The Safeguarding Officer will be responsible for the implementation of the safeguarding policy and procedures.
- They will ensure staff and volunteers are adequately trained in safeguarding, and they will manage safeguarding incidents.

4.3. Staff and Volunteers:

- All staff and volunteers must familiarize themselves with this policy and understand their responsibilities in relation to safeguarding adult asylum seekers.
- Staff and volunteers should promptly report any safeguarding concerns to the designated Safeguarding Officer.

## 5. Identifying and Reporting Concerns



#### 5.1. Recognizing Concerns:

- Concerns may include signs of abuse, neglect, discrimination, or any other factors that may affect the well-being of adult asylum seekers.
- Staff and volunteers should be vigilant in observing and identifying any signs of concern.

#### 5.2. Reporting Procedures:

- Any safeguarding concerns should be reported immediately to the designated Safeguarding Officer.
- The Safeguarding Officer will document and investigate the concerns as necessary.
- If concerns involve potential criminal activity or immediate risk, appropriate authorities, such as the police or social services, will be informed.

### **6. Confidentiality and Record Keeping**

6.1. All safeguarding concerns and reports will be handled confidentially and in compliance with data protection laws.

6.2. Detailed records of all safeguarding incidents, concerns, and actions taken will be maintained securely.

### **7. Training and Awareness**

7.1. All staff and volunteers will receive training on safeguarding policies and procedures.

7.2. Regular awareness sessions will be conducted to ensure everyone remains up to date on safeguarding matters.

### **8. Review and Monitoring**

8.1. This safeguarding policy will be reviewed annually to ensure its effectiveness and relevance.

8.2. Any changes in legislation or best practices will be incorporated into the policy.

### **9. Contact Information**

In case of any safeguarding concerns or for further information, please contact the designated Safeguarding Officer

Shams Moussa

shams@aspiringdreams.co.uk

**Date of Adoption:** 22/11/2023

**Next Review Date:** 20/11/2024

**This safeguarding policy will be communicated to all staff, volunteers, and adult asylum seekers accessing our services to ensure a safe and nurturing environment for everyone involved.**