

Safeguarding Policy

Policy Statement



Undiscovered Talent UK is committed to safeguarding and promoting the welfare of all children, young people, and vulnerable adults involved in our activities. We believe everyone has the right to feel safe, respected, and protected from harm.

This policy outlines our responsibilities, procedures, and commitment to safeguarding across all areas of our work.

1. Scope of the Policy

This policy applies to:

- All staff, ambassadors, volunteers, contractors, and trustees
- Anyone representing Undiscovered Talent UK
- All activities, including in-person, online, workshops, events, and social media

2. Legal Framework (UK)

This policy is informed by:

- The Children Act 1989 & 2004
- Working Together to Safeguard Children
- Keeping Children Safe in Education (where applicable)
- UK GDPR and Data Protection Act 2018

3. Key Definitions

- Child / Young Person: Anyone under the age of 18
- Safeguarding: Protecting children and vulnerable adults from harm
- Abuse: Physical, emotional, sexual abuse or neglect

- **Vulnerable Adult:** A person aged 18+ who may be unable to protect themselves due to circumstances or support needs

4. Safeguarding Principles

Undiscovered Talent UK commits to:

- Putting the welfare of individuals first
- Listening to and respecting young people
- Acting promptly on concerns
- Working in partnership with families and agencies where appropriate
- Maintaining clear professional boundaries

5. Roles & Responsibilities

5.1 Safeguarding Lead

A designated Safeguarding Lead will:

- Receive and manage safeguarding concerns
- Decide next steps and referrals
- Maintain confidential safeguarding records

Safeguarding Lead Contact:

Email: info@undiscoveredtalentuk.com

5.2 All Staff, Ambassadors & Volunteers Must:

- Read and follow this policy
- Attend safeguarding training where required
- Act immediately if a concern arises
- Maintain appropriate behaviour and boundaries

6. Code of Behaviour

All representatives must:

- Treat everyone with dignity and respect
- Use appropriate language at all times
- Avoid being alone with a child or young person where possible
- Never engage in inappropriate physical, emotional, or online behaviour
- Not exchange personal contact details without authorisation

7. Online & Digital Safeguarding

Undiscovered Talent UK recognises online spaces as safeguarding environments.

We will:

- Use approved platforms for communication
- Monitor online activity where appropriate
- Gain consent before sharing images or content
- Promote safe, respectful online behaviour

Private messaging with under-18s must be authorised and transparent.

8. Recognising Abuse & Harm

Safeguarding concerns may include:

- Physical harm or unexplained injuries
- Emotional distress or withdrawal
- Inappropriate online behaviour
- Neglect or lack of care
- Bullying, harassment, or exploitation

9. Responding to a Safeguarding Concern

If a concern or disclosure is made:

1. Stay calm and listen
2. Do not promise confidentiality
3. Do not investigate or ask leading questions
4. Record what was said or observed
5. Report immediately to the Safeguarding Lead

If someone is in immediate danger, contact emergency services (999).

10. Recording & Confidentiality

- All safeguarding concerns will be recorded securely
- Information will be shared on a need-to-know basis only
- Records will be stored in line with data protection laws

11. Safer Recruitment & Training

Where applicable, Undiscovered Talent UK will:

- Carry out appropriate background checks (e.g. DBS)
- Request references
- Provide safeguarding induction and training

12. Allegations Against Staff or Ambassadors

Any allegation against someone representing Undiscovered Talent UK will:

- Be taken seriously
- Be reported immediately to the Safeguarding Lead
- Be managed in line with legal guidance and external agencies

13. Review of Policy

This Safeguarding Policy will be:

- Reviewed annually
- Updated in response to legal or organisational changes

14. Policy Approval

Approved by: Undiscovered Talent UK LTD