



First Step Leicester Leicestershire and Rutland

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SAFEGUARDING POLICY

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Applies to:	All staff	Classification	Internal

At First Step, we take the safety and welfare of people very seriously, and we do not tolerate the abuse of any person in any form. We recognise our duty of care to children, adults and to the people who work for us at First Step. We aim to create a secure environment where everyone can work together confidently and with mutual respect.

We have a safeguarding policy and procedure to ensure that concerns about the safety and wellbeing of everyone are well managed. It tells us what we should do if there are worries about someone not being safe, whether that is in their private life or whilst they are attending First Step. This is a shortened version of our safeguarding policy and procedure, please ask us if you would like to see the full document.

We have trained safeguarding officers who are responsible for managing safeguarding situations. We also have a safeguarding lead who makes sure that First Step is managing safeguarding well.

Most people do not cause other people harm. Sadly, there may be times when someone is abused, exploited, or neglected or not being treated the way they should be. Anyone can act in a harmful way, for example friends, family, neighbours, carers or people who work with you. Harm can take place face or face, or online. It can be short term or long term. All abuse, exploitation and neglect is wrong. It can also be

against the law. It is not your fault if it happens to you. Everyone has a right to be safe.

If you, or someone else you know is being harmed, then it is important that you tell someone who will listen to you and help you. No worry is too small to tell someone about it. At First Step you can tell the people listed below:

Stuart Levers , Clinical Lead. Tel: 0116 254 8535 Email: stuart@firststepleicester.org.uk

Michelle Green , Emotional Support Worker. Tel: 0116 254 8535 Email: michelle@firststepleicester.org.uk

If you tell us at First Step about a safeguarding concern, we may have to tell another agency, for example the local authority social care department or the police. We would always aim to let you know if we are going to share information or seek your consent before sharing information and ask you what you would like to happen - unless there are reasons that we cannot do so.

You could also be able to tell other people who care about you and who will protect you, for example your friends or family, your doctor or nurse or your teacher.

You could contact a social worker at the local authority using these contact details:

Contact Details for Safeguarding Concerns

<p>Leicester Adult Social Care 0116 454 1004 Leicestershire Adult Social Care 0116 305 00 04 0116 255 1606 (between 5pm-8.30am) Rutland Adult Social Care 01572 758 341</p>
<p>Safeguarding Children's Boards Leicester Telephone: 0116 4546520 lcitylscb@leicester.gov.uk www.lcitylscb.org/ Leicestershire and Rutland Telephone: 0116 305 7130</p>
<p>Safeguarding Adults Boards Leicester - 0116 454 1004 Leicestershire – 0116 305 00 04 Rutland – 01572 758 341</p>
<p>Local Authority Designated Officer <i>Leicester</i> Adult Safeguarding PiPOT Tel: 0116 454 2440 Email: contact-response@leicester.gov.uk <i>Leicestershire</i> Mark Goddard T: 0116 305 7597 <i>Rutland</i> Tracy Holliday Tel: 01572 720 913</p>
<p>National Domestic Violence Helpline Telephone: 0808 2000 247</p>
<p>Mind Advice and support to empower anyone experiencing a mental health problem. We campaign to improve services, raise awareness and promote understanding. Telephone: 0300 123 33 93</p>
<p>First Step 07581 568 144 or 0116 254 8535</p>

Remember, if you tell someone and they don't listen, you should tell someone else.
Keep telling people until you are heard.