

Landward Research

SAFEGUARDING AND CHILD PROTECTION POLICY

LANDWARD
RESEARCH

Table of Contents

1	PURPOSE	3
2	SCOPE	3
3	POLICY STATEMENT	3
4	KEY CONTACTS	4
5	SAFEGUARDING DEFINITIONS	4
5.1	Physical Abuse	4
5.2	Neglect	4
5.3	Emotional / Physiological Abuse	5
5.4	Sexual Abuse	5
5.5	Financial Abuse	5
5.6	Other Types Of Abuse	5
6	SAFEGUARDING AND CHILD PROTECTION COMMITMENTS	5
7	OUR RESPONSIBILITIES	6
7.1	CEO and Lead Designated Safeguarding Officer	6
7.2	Deputy Designated Safeguarding Officer	6
7.3	All Staff	7
8	HOW AND WHEN TO REACT TO CONCERNS	7
9	OTHER RELATED DOCUMENTATION	7
10	REVIEW	8

1 Purpose

This policy outlines Landward Research's approach to Safeguarding and Child Protection.

The aim of the policy is to ensure everyone is aware of and understands their responsibilities, that of others, signs there might be a safeguarding concern, along with the reporting procedures for all safeguarding issues.

2 Scope

This policy applies equally and fully to:

- Employees
- Workers
- Apprentices
- Interns
- Agency workers
- Full time, part time or temporary contracts
- Self-employed people who are hired to personally do the work
- Members of the Board of Directors

This procedure applies equally and fully to Landward Research Ltd and to all subsidiary companies of Landward Research Ltd (on 14th February 2022: Landward Research Teoranta, Landward Limited Liability Company and Landward Limited).

Copies of the Safeguarding and Child Protection policy are available to staff during induction.

3 Policy Statement

Landward Research believes safeguarding and child protection requires everyone to take responsibility. We recognise that the care and welfare of children is paramount and that all children have the right to protection from all types of harm.

Landward Research recognises that we have a fundamental duty of care towards all children we engage with, including a duty to protect them from abuse. We achieve this through compliance with UK child protection laws and relevant laws in each of

the countries where we operate, as well as by adherence to the United Nations Convention on the Rights of the Child (UNCRC) 1989.

4 Key Contacts

Lead Designated Safeguarding Officer – Kenneth Aitchison

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Deputy Designated Safeguarding Officer – Genevieve Aitchison

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5 Safeguarding Definitions

Safeguarding is the protection of children and adults at risk, and to minimise and manage risk to those who may be exposed to harm or abuse.

- A child is defined as anyone who has not reached their 18th birthday (UNCRC 1989) irrespective of the age of majority in the country where a child is, or their home country.
- An adult at risk is defined as any person over the age of eighteen and at risk of abuse or neglect because of their need for support or personal circumstance.

Some of the potential risks and definitions are listed below, but are not limited to:

5.1 Physical Abuse

Physical abuse is deliberately causing physical harm. Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child, young person or vulnerable adult.

5.2 Neglect

Neglect is the persistent failure to meet a child's, young person's or vulnerable adult's basic, physical and/or psychological needs, likely to result in serious impairment of the child's health or development. This could be when a parent or carer fails to provide adequate food, clothing, shelter (including exclusion from home or abandonment), medical care, or protection from physical and emotional harm or danger.

5.3 Emotional / Physiological Abuse

Emotional abuse is the persistent emotional maltreatment of a child, young person or vulnerable adult such as to cause severe and persistent adverse effects on their emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may feature age or developmentally inappropriate expectations being imposed on children. It could include threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, cyber bullying or isolation.

5.4 Sexual Abuse

Sexual abuse involves forcing or enticing a child or young person or any person to take part in sexual activities, whether or not the person is aware of what is happening. They may include non-contact activities, such as involving children in looking at, or in the production of, pornographic material, watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

5.5 Financial Abuse

Financial abuse involves theft, fraud, internet scamming, coercion in relation to an adult's financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits.

5.6 Other Types Of Abuse

Other Types of Abuse may include, but are not limited to: Domestic Violence, Organisational Abuse, Child Sexual Exploitation, Child Criminal Exploitation, Peer-on-Peer Abuse, Bullying & Cyberbullying, Substance Misuse, Teenage Relationship Abuse, Mental Health, Trafficking and Modern Slavery, Sexting, Radicalisation and/or Extremist Behaviour, Racist, Disability and Homophobic or Transphobic Abuse, Gang Activity or Youth Violence, Female Genital Mutation, Forced Marriage, Fabricated or Induced Illness, Poor Parenting, Homelessness and other issues that pose a risk to children, learners and vulnerable adults.

6 Safeguarding And Child Protection Commitments

Landward Research Ltd are committed to:

- Valuing, respecting and listening to children

- Ensuring all necessary checks are made when recruiting staff
- Maintaining strong child protection systems and procedures for staff
- Providing a common understanding of child protection issues to inform planning and practice
- Sharing information about child protection and good practice with children and parents/carers
- Sharing information about concerns with agencies who need to know, and involving parents and children appropriately
- Providing effective management for staff through clear processes, supervision and support.

We will provide adequate and appropriate resources to implement this policy and will ensure it is communicated and understood.

7 Our Responsibilities

7.1 CEO and Lead Designated Safeguarding Officer

The CEO of Landward Research has responsibility for coordinating and reviewing the implementation of safeguarding across the organisation. They receive reports regarding safeguarding issues from the Deputy Designated Safeguarding Officer, Genevieve Aitchison, as necessary.

The Lead Designated Safeguarding Officer has the responsibility to plan and implement training for staff and to carry out investigations, where appropriate, into welfare concerns reported and to liaise with external bodies such as the relevant County Safeguarding Board, where appropriate. Overall recording and management of safeguarding issues and reporting to the board on any issues that arise will be completed by the Lead Designated Safeguarding Officer. They will also review procedures and policies as well as maintain own learning and development to ensure their role can be fulfilled competently.

7.2 Deputy Designated Safeguarding Officer

Our Deputy Designated Safeguarding Officer has the responsibility to deal with staff concerns over safeguarding and child protection, signpost and offer guidance to lower-level concerns and to liaise with the Safeguarding Lead for concerns requiring referral to external agencies. They will conduct investigations where appropriate into welfare concerns reported and to liaise with external bodies such as the Safeguarding Board where appropriate. The Deputy Designated

Safeguarding Officer will maintain own learning and development to ensure their role can be fulfilled competently. They will deliver training to staff on safeguarding and child protection as well as regular updates identifying key legislative changes, concerns or trends.

7.3 All Staff

Any other staff at Landward Research have the responsibility to be mindful of indicators that there may be a safeguarding issue and to follow the 5 R's procedure (Recognition, Response, Reporting, Recording, Referral) if required. Staff must carry out training as directed in a timely manner. The topic of Safeguarding can be very sensitive due to the content and may be difficult for you to discuss. If staff have any concerns over issues raised, please contact the Lead/Deputy Designated Safeguarding Officer as quickly as possible.

8 How and When to React to Concerns

- Everyone is given name of who to contact (lead person/persons), how to contact them (email, phone *etc.*) and contact details.
- Confidentiality is assured for the person reporting a concern.
- Everyone is told to report any concern or incident, however small.
- Reassurance that all will be dealt with sensitively and carefully.

9 Other Related Documentation

Where necessary, this policy should be read in conjunction with other Landward Research Policies, such as:

- Health and Safety Policy
- Performance Management Procedure
- Code of Conduct
- Absence Management Procedure
- Equity, Diversity, and Inclusion Policy
- Prevention of Sexual Harassment Policy
- Annual Leave Policy
- Travel and Expenses Policy
- Anti-Modern Slavery Policy
- Data Protection Policy

10 Review

Landward Research will review this policy on an ongoing basis and carry out a formal review not less than every 3 years. Such review shall take into account the operation of the Policy since the last formal review, any legal or regulatory developments, an assessment of current best practice and any other relevant information.