

# **Safeguarding Policy**

Seniorman Network CIC

Version 1.0

Date Adopted: June 2026

Review Date: June 2027

Policy Owner: Founder & Director

Our commitment to the safety and wellbeing of every man who engages with our programmes and services.

## **1. Introduction and Purpose**

Seniorman Network CIC is committed to the safety and wellbeing of all adults who engage with our programmes and services. This policy sets out our approach to safeguarding adults at risk and applies to all staff, volunteers, directors, and partner organisations working on behalf of Seniorman Network CIC.

The Seniorman Men's Wellbeing Project works with adult men aged 18-55 in Derby, particularly those experiencing isolation, stress, or major life transitions including migration, unemployment, family pressure, or poor mental health. We recognise that some of the men we work with may be vulnerable and may be at risk of harm.

This policy is guided by the Care Act 2014, Mental Capacity Act 2005, Health and Social Care Act 2012, Data Protection Act 2018 and UK GDPR, Equality Act 2010, and Human Rights Act 1998.

## **2. Scope**

This policy applies to all paid and unpaid staff of Seniorman Network CIC, board directors and trustees, volunteers and sessional workers, partner organisations and referral agencies, and any person acting on behalf of or in association with Seniorman Network CIC.

This policy covers all Seniorman activities including Walking Football Sessions, Barbing & Brotherhood Days, Indoor Wellbeing Workshops, WhatsApp Peer Support (The Bench), Peer Support Group, and the Digital Wellbeing Platform including Seniorman Kels AI.

## **3. Our Commitment**

Seniorman Network CIC is committed to creating a safe, inclusive, and welcoming environment for all men who access our services; taking all concerns about safety or

welfare seriously; acting promptly when a concern is raised; maintaining appropriate confidentiality while fulfilling our duty of care; ensuring staff and volunteers understand their safeguarding responsibilities; cooperating fully with statutory agencies where required; and reviewing this policy annually or following any significant incident.

#### **4. Designated Safeguarding Lead**

The Designated Safeguarding Lead (DSL) for Seniors Network CIC is the Founder and Director. The DSL is responsible for receiving and recording safeguarding concerns, making decisions about reporting to external agencies, maintaining safeguarding records securely, ensuring staff and volunteers receive appropriate training, and liaising with Derby City Council Adult Social Care, the Police, or other statutory bodies as required.

DSL Name: Femi (Founder & Director). Contact: info@seniorsman.co.uk. Deputy DSL: To be appointed - Board Director role.

#### **5. What is Adult Safeguarding?**

Adult safeguarding means protecting an adult's right to live safely, free from abuse and neglect. An adult at risk is a person aged 18 or over who has needs for care and support, is experiencing or is at risk of abuse or neglect, and as a result of those needs, is unable to protect themselves from harm.

Forms of abuse recognised under the Care Act 2014 include physical abuse, domestic abuse, sexual abuse, psychological or emotional abuse, financial or material abuse, modern slavery, discriminatory abuse, organisational abuse, neglect and acts of omission, and self-neglect.

#### **6. Recognising Signs of Concern**

Staff and volunteers should be alert to indicators that a member may be at risk, including unexplained injuries, significant changes in behaviour or mood, disclosures of abuse, signs of financial hardship or exploitation, expressions of suicidal thoughts or intent to self-harm, fear of a particular person or reluctance to return home, and indicators of homelessness or unsafe living conditions.

Staff and volunteers are not expected to investigate or make judgements. Their role is to observe, listen, and report.

#### **7. Responding to a Safeguarding Concern**

If a member discloses abuse or harm: stay calm and listen carefully; do not promise confidentiality; explain you may need to share information to keep them safe; do not ask leading questions or investigate; use the member's own words; reassure the person that they have done the right thing; and report to the Designated Safeguarding Lead as soon

as possible, ideally within the same day.

Any concern must be reported using the Safeguarding Concern Form, including date, time, location, name and details of the person at risk, description of the concern in the reporter's own words, names of any other people present, and any immediate action already taken.

Key contacts: Derby City Adult Social Care 01332 640777; Emergency Out of Hours 01332 786968; Police non-emergency 101; Emergency Services 999.

## **8. Confidentiality and Information Sharing**

Seniorman Network CIC takes confidentiality seriously. Information about members is held securely and shared only on a need-to-know basis. However, confidentiality is not absolute. We will share information without consent where a person is at risk of serious harm, there is risk of harm to others, a crime has been or may be committed, or a court order or statutory obligation requires it.

Where possible, we will inform the person that information is being shared and why. All decisions to share information will be documented with reasons recorded.

## **9. Online Safety and Digital Platforms**

Seniorman Network CIC operates a digital wellbeing platform including the Seniorman Kels AI wellbeing assistant and WhatsApp peer support group (The Bench). Seniorman Kels AI is not a substitute for professional mental health support. Users experiencing a crisis will be directed to emergency services and helplines.

Administrators of The Bench WhatsApp group are responsible for moderating content and responding to disclosures. Members must not share personal contact details of other members without explicit consent. Any safeguarding concern from digital channels follows the same reporting procedures as in-person concerns. Screen recordings or sharing private communications is prohibited.

## **10. Safer Recruitment**

Seniorman Network CIC is committed to safer recruitment practices. Staff and volunteers who work directly with members will provide two references, complete an enhanced DBS check where appropriate, receive this Safeguarding Policy and confirm they have read and understood it, and complete safeguarding awareness training within the first month of their role.

## **11. Training and Awareness**

The Designated Safeguarding Lead will complete an accredited adult safeguarding training course. All staff and volunteers will receive safeguarding awareness as part of

induction. Training will be refreshed at least every two years or following a significant change in policy or legislation.

## **12. Allegations Against Staff or Volunteers**

If an allegation is made against a member of staff, volunteer, or director of Seniors Network CIC, the concern must be reported immediately to the DSL, or another director if the allegation involves the DSL. The person subject to the allegation will be informed as soon as appropriate and safe. The DSL will consult Derby City Council's Local Authority Designated Officer (LADO) where the allegation involves regulated activity. The person may be suspended from duties during investigation; this is neutral, not disciplinary. All parties will be treated with dignity and fairness.

## **13. Record Keeping**

All safeguarding records will be stored securely and separately from general organisational records, retained for a minimum of seven years, accessible only to the DSL and relevant directors, and fully compliant with UK GDPR and the Data Protection Act 2018.

## **14. Policy Review**

This policy will be reviewed annually by the Board of Directors, or sooner following a significant safeguarding incident, changes in legislation or statutory guidance, feedback from staff, volunteers, or members, or changes to the organisation's activities or structure.

Approved by: Femi, Founder & Director. Date: June 2026. Next Review Date: June 2027.

## **Appendix A: Safeguarding Concern Form**

Complete this form as soon as possible after a concern arises. Submit to the Designated Safeguarding Lead.

Fields: Date of Concern; Time; Location / Activity; Name of Person at Risk; Age (if known); Contact Details (if known); Name of Reporter; Reporter Role; Reporter Contact; Details of the concern; Immediate action taken; Signature and date.

## **Appendix B: Useful Contacts**

Derby City Adult Social Care: 01332 640777. Out of Hours Adult Social Care: 01332 786968. Derby & Derbyshire Safeguarding Adults Board: [ddsab.org.uk](http://ddsab.org.uk). Police non-emergency: 101. Emergency Services: 999. Samaritans: 116 123. Mind Derby: 01332 623730. Shout Crisis Text Line: Text SHOUT to 85258. National Domestic Abuse Helpline: 0808 2000 247. Modern Slavery Helpline: 0800 0121 700.