

We are dedicated to the support and encouragement of introducing young people into the workplace and giving them an insight into possible situations they may face in the future. We understand that we have a responsibility to promote the welfare of all young persons & to keep them safe in accordance with the Children Act 1989, Human Rights Act 1998 and Safeguarding Vulnerable Groups Act 2006.

We recognise our duty of care to ensure, as far as is reasonably practicable, the health, safety and welfare of all employees irrespective of age & to operate in a way that protects them. As part of this, certain considerations need to be made for young, inexperienced or those felt to be vulnerable or particularly at risk.

Our policy demonstrates our commitment to promoting the welfare of young or vulnerable persons within the workplace; who may be vulnerable because of their age, relative inexperience or current circumstances.

Definition of 'Young Person':

- A young person is defined as a person who has not reached the age of 18
- A child is anyone who has not yet reached the official age at where they may leave school

Objectives of the policy

We will seek to keep young persons & vulnerable persons safe by:

- Valuing them, listening to them, and respecting them
- Appointing a Designated Safeguarding Officer (DSO) for young & vulnerable persons, a deputy and a board member for safeguarding
 - Adopting safeguarding practices through procedures & code of conduct for staff
- Providing effective management for staff & volunteers through supervision, support, training & quality assurance measures
- Using our safeguarding procedures to share concerns & relevant information with agencies who need to know, and involving young persons, parents or carers appropriately
 - Recording & storing information professionally & securely, and sharing information regarding safeguarding and good practice with young persons, their families & staff
 - Using our procedures to manage any allegations against staff appropriately
 - Creating & maintaining an anti-bullying and harassment environment
- Ensuring that we have effective complaints reporting & whistle-blowing procedures in place

Furthermore, we will ensure that all young or vulnerable persons are fully trained in their role to ensure that they do not put themselves or others at risk.

Working Hours for Young Persons

Working hours are not governed by health and safety law but by the Working Time Regulations 1998 (amended 2003). Young people have different employment rights from adult workers and are subject to protections in relation to the hours they can work. The European Union Working Time Directive is represented in UK law by the Working Time Regulations.

The directive places controls on the hours that can be worked by a young person. Under the working time directive, young people:

- May not work between the hours of 10.000pm and 6.00am unless they have had a health assessment prior to commencing such work and regularly thereafter
- Are entitled to a daily rest period of 12 consecutive hours in any 24-hour period

Communication, Monitoring and Review

We will ensure that this policy is communicated to all staff, is available to relevant interested parties and is reviewed at least annually for effectiveness.



Gary Beeston
Group Managing Director