



Khanya Safeguarding Policy

Purpose

The purpose of this policy is to protect everyone, including children, at-risk adults and beneficiaries of assistance from any harm that may be caused due to their coming into contact with Khanya and/or its funded partners. This includes harm arising from:

- The conduct of trustees, volunteers or personnel associated with Khanya.
- The design and implementation of Khanya's programmes and activities.

The policy lays out the commitments made by Khanya and informs trustees and associated personnel of Khanya's implementing partners of their responsibilities in relation to safeguarding.

This policy does not cover:

- Sexual harassment in the workplace
- Safeguarding concerns in the wider community not perpetrated by Khanya or associated personnel.

What is safeguarding?

In the UK, safeguarding means protecting peoples' health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect.

In our sector, we understand it to mean protecting everyone, including children, at-risk adults and beneficiaries of assistance, from harm that arises from coming into contact with our trustees, volunteers, contractors, programmes or programme visitors.

Further definitions relating to safeguarding are provided in the glossary below.

Scope

The scope of this policy includes:

- All trustees, volunteers and associated personnel contracted by Khanya. This includes staff working for project partners who are actively involved in the delivery of programmes and projects designed and/or funded by Khanya.

- Associated personnel whilst engaged with work or visits related to Khanya, including but not limited to the following: trustees, consultants, volunteers, contractors, programme visitors.

Policy Statement

Khanya believes that everyone we come into contact with, regardless of age, gender identity, disability, sexual orientation or ethnic origin has the right to be protected from all forms of harm, abuse, neglect and exploitation. Khanya will not tolerate abuse and exploitation.

This policy will address the following areas of safeguarding: child safeguarding, adult safeguarding, and protection from sexual exploitation and abuse.

Khanya commits to addressing safeguarding throughout its work, through the three pillars of prevention, reporting and response.

Prevention

Khanya's responsibilities:

Khanya will:

- Ensure all trustees, volunteers and associated personnel have access to, are familiar with, and know their responsibilities within this policy.
- Ensure all partner organisations who do not have a robust Safeguarding Policy or procedures are made aware of and agreed to abide by the same standards as Khanya's Safeguarding Policy until they have such policies in place
- Khanya to check with larger organisations that their safeguarding policy aligns with Khanya's and that small organisations may be required to provide two references prior to any grants being made.
- Design and undertake all its programmes and activities in a way that protects people from any risk of harm that may arise from coming into contact with Khanya and its funded partners. This includes the way in which information about individuals in our programmes is gathered and communicated.
- Implement stringent safeguarding procedures when recruiting, managing and deploying volunteers and associated personnel.
- Ensure trustees, volunteers and associated personnel receive appropriate training on safeguarding at a level commensurate with their role in the organisation.
- Follow up on reports of safeguarding concerns promptly and according to due process.

- Have Safeguarding as a standing agenda item at trustee meetings, annual strategy and review meetings, and ensure all monitoring and evaluation project reports include a section on Safeguarding.

Responsibilities of trustees, volunteers and associated personnel:

Child Safeguarding (NB. Khanya does not work with any under 18 year olds)

Khanya's trustees, volunteers and associated personnel, must not:

- Engage in sexual activity with anyone under the age of 18.
- Sexually abuse or exploit children.
- Subject a child to physical, emotional or psychological abuse, or neglect.
- Engage in any commercially exploitative activities with children including child labour or trafficking.

Adult safeguarding

Khanya's trustees, volunteers and associated personnel, including employees of Khanya's implementing partners must not:

- Sexually abuse or exploit any adult or at-risk adult.
- Subject any adult or at-risk adult to physical, emotional or psychological abuse, or neglect.

Protection from sexual exploitation and abuse

Khanya's trustees, volunteers and associated personnel, including employees of Khanya's implementing partners must not:

- Exchange money, employment, goods or services in return for sexual activity. This includes any exchange of assistance that is due to beneficiaries of assistance.
- Engage in any sexual relationships with beneficiaries of assistance, since they are based on inherently unequal power dynamics.

Additionally, Khanya's trustees, volunteers and associated personnel are obliged to:

- Contribute to creating and maintaining an environment that prevents safeguarding violations and promotes the implementation of the Safeguarding Policy.
- Report any concerns or suspicions regarding safeguarding violations by a Khanya's trustee, volunteer or associated personnel to the safeguarding lead.

Enabling Reports

Khanya will ensure that safe, appropriate, accessible means of reporting safeguarding concerns are made available to everyone we work with.

Anyone reporting safeguarding concerns or complaints will be managed confidentially by Khanya's Safeguarding Lead. On rare occasions/complex cases, external investigation support may be sought.

Policy

Khanya will also accept complaints from external sources such as members of the public, partners and official bodies.

How to report a safeguarding concern:

Anyone who has a complaint or concern relating to safeguarding should report it immediately to Khanya's Safeguarding Lead [as appropriate] using the Khanya Safeguarding Incident Report Form. If the person does not feel comfortable reporting to the Safeguarding Lead for whatever reason, they may report to any other appropriate person or trustee.

The contact details for Khanya's current designated Safeguarding Lead are:

Robert Fryer

Email: rob.ringer@googlemail.com

Or +44 (0)7726326915.

Response

Khanya will follow up safeguarding reports and concerns according to policy and procedure. Khanya will apply appropriate measures to anyone found in breach of policy.

Khanya will offer support to survivors of harm caused by trustees, volunteers or associated personnel, regardless of whether a formal internal response is carried out (such as an internal investigation).

Confidentiality

It is essential that confidentiality is maintained at all stages of the process when dealing with safeguarding concerns. Information relating to the concern and subsequent case management should be shared on a need-to-know basis only and should be kept secure at all times.

Glossary of Terms

At-risk adult

Sometimes also referred to as vulnerable adult. A person who is or may be in need of care by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation.

Beneficiaries of Assistance

Someone who directly receives goods or services from Khanya's programme. Note that misuse of power can also apply to the wider community that the NGO serves, and also can include exploitation by giving the perception of being in a position of power.

Child

A person below the age of 18.

Harm

Psychological, physical and any other infringement of an individual's rights.

Psychological harm

Emotional or psychological abuse, including (but not limited to) humiliating and degrading treatment such as bad name calling, constant criticism, belittling, persistent shaming, solitary confinement and isolation.

Protection from Sexual Exploitation and Abuse (PSEA)

The term used by the humanitarian and development community to refer to the prevention of sexual exploitation and abuse of affected populations. The term derives from the United Nations Secretary General's Bulletin on Special Measures for Protection from Sexual Exploitation and Abuse (ST/SGB/2003/13).

Recognising Abuse in Children, Young People and Adults at Risk

The following list is for guidance only. It is important to be observant, listen to what is being said and record:

- Abuse related to faith or belief
- Alcohol and Substance misuse
- Breast Ironing
- Carrying offensive weapons
- Child criminal and sexual exploitation
- Child on child abuse, including sexual violence and upskirting
- Concealed pregnancy
- Criminal exploitation
- Discriminatory

- Domestic abuse, including "honour" based abuse
- Emotional
- Exploitive use of technology
- Female Genital Mutilation (FGM)
- Financial or material abuse
- Forced marriage
- Gangs
- Gambling
- Hate and "mate" crime
- Hazing and initiation rites
- Hoarding
- Modern slavery
- Neglect and acts of omission
- Online safety
- Organisational or institutional
- Psychological
- Physical
- Radicalisation
- Self-neglect
- Sexual
- Trafficking

Safeguarding

In the UK, safeguarding means protecting peoples' health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect.

We understand it to mean protecting everyone, including children and at-risk adults, from harm that arises from coming into contact with our staff or programmes. One definition is as follows:

Safeguarding means taking all reasonable steps to prevent harm, particularly sexual exploitation, abuse and harassment from occurring; to protect people, especially vulnerable adults and children, from that harm; and to respond appropriately when harm does occur.

This definition draws from our values and principles and shapes our culture. It pays specific attention to preventing and responding to harm from any potential, actual or attempted abuse of power, trust, or vulnerability, especially for sexual purposes.

Safeguarding applies consistently and without exception across our programmes, partners, trustees and volunteers.

It requires proactively identifying, preventing and guarding against all risks of harm, exploitation and abuse and having mature, accountable and transparent systems for response, reporting and learning when risks materialise. Those systems must be survivor-centred and also protect those accused until proven guilty.

Safeguarding puts beneficiaries and affected persons at the centre of all we do.

Sexual abuse

The term 'sexual abuse' means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.

Sexual exploitation

The term 'sexual exploitation' means any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another. This definition includes human trafficking and modern slavery.

Survivor

The person who has been abused or exploited. The term 'survivor' is often used in preference to 'victim' as it implies strength, resilience and the capacity to survive, however it is the individual's choice how they wish to identify themselves.

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Khanya Safeguarding Lead.

Bibliography:**Country Legislation:**

Details of any government bodies or organisations with statutory authority for the safeguarding of children or adults

Foreign, Commonwealth & Development Office (FCDO)

King Charles Street

London

SW1A 2AH

United Kingdom

Telephone: 020 7008 5000

Summary of legislation governing welfare/safeguarding/protection of children and adults

In England, child safeguarding legislation is covered by three main acts:

Children Act 1989

Children Act 2004

Children and Social Work Act 2017.

For vulnerable adults, the relevant acts include:

Care Act 2014

Sexual Offences Act 2003

Safeguarding Vulnerable Groups Act 2006 and the Protection of Freedoms Bill

Also of relevance:

Female Genital Mutilation Act 2003

Human Rights Act 1998