

DRESS FOR SUCCESS GREATER LONDON (DfSGL) SAFEGUARDING POLICY



Greater
London

PURPOSE

DfSGL is committed to promoting the safety, welfare and dignity of every person who engages with our services. This policy outlines our approach to safeguarding adults at risk, including clients, volunteers and any individuals who may face harm, abuse or exploitation.

This policy applies to all activities delivered by DfSGL, including styling sessions, mentoring, coaching, workshops, outreach and remote services. It informs staff and volunteers of their responsibilities when working with members of the public.

We are a member of SAFEcic, a non-profit organisation dedicated to improving safeguarding for everyone.

Approved by: DfSGL Board of Trustees

Responsibility for update: Executive Director

Date of approval: 26.11.2025

Proposed date of review: 26.11.2026

This policy and procedures are based on the following principles:

- The welfare of the public is of primary concern, particularly children and those who are in a vulnerable situation.
- All people, whatever their age, culture, disability, gender, language, racial origin, socio-economic status, religious belief and/or sexual identity have the right to safeguarding from abuse.
- It is everyone's responsibility to report any concerns about abuse to the Designated Safeguarding Officer, and the responsibility of the Social Services Department and the Police to conduct, where appropriate, a joint investigation.
- All incidents of alleged poor practice, misconduct and abuse will be taken seriously and responded to swiftly and appropriately.
- All personal data will be processed in accordance with the requirements of the Data Protection Act 1998.

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DEFINITION OF ABUSE

Abuse is any behaviour towards a person that deliberately or unknowingly causes them harm, endangers life or violates their rights. Abuse may be:

- Physical.
- Sexual.
- Psychological – repeatedly being made to feel unhappy, humiliated, afraid or devalued by others.
- Financial or material – stealing or denying access to money or possessions.
- Neglect.
- Discriminatory – abuse motivated by discriminatory attitudes towards race, religion, gender, disability or cultural background.

RESPONSIBILITY

All staff and volunteers are required to take shared responsibility for the safety of any members of the public they come into contact with.

They must be aware of and abide by the Code of Good Practice (Appendix 1).

The managerial responsibility for any programme or activity rests with the individual who is directing or organising the activity. This person is expected to:

- Ensure that the activity is planned, organised and delivered in accordance with the national government guidelines on Regulated Activity. A list of Regulated Activity for adults is available at www.dh.gov.uk/health/files/2012/12/Regulated-Activity-Adults-Dec2012.pdf and further general information about the Disclosure and Barring Service is available at www.homeoffice.gov.uk/agencies-public-bodies/dbs. A useful leaflet that includes a list of Regulated Activity for children is available at www.assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/97875/leaflet-england-wales.pdf.

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- Ensure that everyone involved in the event knows who is responsible for safeguarding and how to report any concerns.
- Arrange appropriate checking, training, induction and guidance for all staff and volunteers.
- Inform the Designated Safeguarding Officer and complete the appropriate documentation.
- Complete a health and safety risk assessment.

The DfSGL Board of Trustees has responsibility for the oversight of the DfSGL's Safeguarding Policy, with delegated responsibility to the Chief Executive Officer.

All staff and volunteers in Regulated Activity must report any subsequent criminal convictions to Chief Executive Officer.

This policy and procedures will be regularly monitored and reviewed:

- In accordance with changes in legislation and guidance on safeguarding, disclosure and barring.
- Following any issues or concerns raised about safeguarding.
- In all other circumstances, at least annually.

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