

# Safeguarding Policy and Procedures

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<b>Approving Board:</b>	Trustees		
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**The Hope Foundation for Street Children (HOPE UK) exists to raise awareness of, and funds to support projects for street connected children and slum dwelling communities in Kolkata, India, which helps them realise their basic human rights.**

The programme activities delivered by The Hope Kolkata Foundation and their delivery partners, are monitored by The Hope Foundation India and include providing access to education, protection and healthcare in a holistic and sustainable way, making a lasting positive difference in their lives.

**We take our responsibility to keep people safe seriously, and continually strive to embed good practice across the organisation and beyond.**

HOPE UK understands that safeguarding should ensure the safety and well-being of everyone with whom we work; including children, their families, carers, and other professionals working with our beneficiaries, as well as members of the wider communities we support. This obligation also extends to our own staff, trustees, volunteers and interns, as well as those who work within our partner organisations in Kolkata.

Our approach to safeguarding involves promoting a culture of safety for all and practising this in every aspect of the organisation's day-to-day life. It also involves taking action for, and on behalf of, children and vulnerable adults who are suffering, or are at risk of suffering, significant harm as a result of neglect, abuse or exploitation.

HOPE UK has a zero-tolerance approach to bullying, harassment, violence, exploitation and abuse, and so we have made the following commitments to keep people safe:

**1. Our staff will maintain the highest standards of conduct and practice**

Our staff are carefully selected to ensure that they are suitable to carry out their roles. The standards that they are expected to uphold are set out in organisational policies, reinforced through regular training, and endorsed by a positive work culture which openly promotes good safeguarding practice.

**2. Responsibilities**

Every member of staff and volunteer working for HOPE UK has a responsibility to safeguard children and vulnerable people in their dealings with us. We all have a duty to report concerns wherever they arise - for instance through our work at fundraising events and activities with regard to the behaviour and practice of staff, volunteers, and other organisations or individuals.

**3. Every member of staff and volunteer is required to read and sign this Safeguarding Policy and Procedures**

**4. We will support our partners and others to build and endorse good practice**

Partnership and collaboration is fundamental to our work, and so we often involve other organisations, groups and entities in the delivery of our activities and events. We seek to understand the practice and policy of our partners and to support them where required, to build and strengthen good practice with respect to safeguarding.

### 5. We will listen to all safeguarding concerns that are reported to us and take appropriate action

HOPE UK has a clear, transparent and accessible Complaints Policy and Procedure, which can be used by anyone to report a concern. When a report is made, our response will be guided by this procedure. We will establish actions that are appropriate to the nature of the case and aligned with our legal obligations. In our handling of such reports, we will respect confidentiality, only involving individuals and entities on a 'need to know' basis. If you wish to raise a safeguarding concern, please contact us at:

**Telephone:** 07825 683612

**Email:** [info@thehopefoundation.org.uk](mailto:info@thehopefoundation.org.uk)

**Letter:** The Hope Foundation for Street Children, Second Home, 68 Hanbury Street London E1 5JL

### 6. Monitoring and review

Our safeguarding statement will be reviewed every 12 months or in response to changes in legislation and/or government guidance or significant internal organisational changes.