Child & Vulnerable Adults Safeguarding Policy

The purpose and scope of this policy statement

This Safeguarding Policy is intended to cover all functions and services of Mamo Building Services Ltd where there is the potential for direct or indirect contact with children or adults who may need protection.

All staff have a responsibility and should be committed to practices which protect the safety of children and adults in need of protection this applies to anyone working on behalf of Mamo Building Services Ltd, including Senior Managers, direct employees, apprentices, sub-contractors, and agency staff.

Legal framework

This policy has been drawn up based on legislation, policy and guidance that seeks to protect children in Northern Ireland. A summary of the key legislation and guidance is available from nspcc.org.uk/child protection.

We believe that:

- children, young people, and vulnerable adults should never experience abuse of any kind.
- We have a responsibility to promote the welfare of all children, young people, and vulnerable adults, to keep them safe and to practise in a way that protects them.

We recognise that:

- the welfare of the child, young person or vulnerable adult is paramount.
- all children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have a right to equal protection from all types of harm or abuse.
- some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.
- Working in partnership with children, young people, their parents, carers, and other agencies is essential in promoting young people's welfare.

Code of Behaviour

To help minimise the opportunity for children or adults in need of protection to suffer harm and to help to protect staff by ensuring they are clear about the behaviour that is expected of them and the boundaries within which they should operate.

It sets out an expectation that everyone in the organisation and everyone who uses our services should relate to each other in a mutually respectful way.
As this Code of Behaviour is a living document it will be reviewed on a regular basis to take account of situations arising for the first time, for example, in relation to modern technology and at least once every three years.

Staff and sub-contractors will encounter children and/or adults in need of protection in a range of situations and in a range of locations within housing estates and in other accommodation settings.

The Code of Behaviour also applies to the workplace where members of staff are under 18, or may be in need of protection, or in the case of work placement / job experience where appropriate.
It is not practical within this Policy to provide definitive guidance that will cover all situations, however the principles set out below should be applied in all situations.
Staff who breach these standards of behaviour may face disciplinary procedures.

Behaviours which should be avoided

These refer to behaviours that staff may slip into through lack of experience or training. While not intentionally harmful, such behaviour might be misconstrued, which could lead to allegations of abuse being made.

- Staff must avoid situations that result in them being alone with children except in unavoidable circumstances e.g. a member of staff must not enter a home or premises where there is/are unsupervised child/children (under the age of 18).
- Staff should avoid situations where a child is left unsupervised in their presence during a home visit or at other premises.
- Where a prior arrangement is being made, and one or more officers will be attending, it should be made clear it is mandatory that if a child/children will be present that an adult must also be present, except in exceptional circumstances.
- Staff should not spend excessive amounts of time alone with adults in need of protection away from others.
- Staff should not take a child or vulnerable adult in their car/vehicle unless full consent of a parent is given, and another adult is present.
- Staff must avoid inappropriate language (or sexually suggestive language) in the presence of all customers and children.

Unacceptable Behaviours

Unacceptable behaviours are those that should always be avoided in the interests of the safety of children, adults who may need protection, and staff. A staff member should never:
Abuse, neglect, or harm/place at risk of harm a child or adult in need of protection whether by omission or commission.

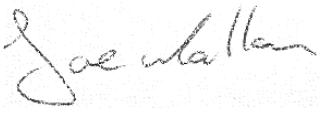
- Engage in rough physical games with children or adults in need of protection including horseplay.
- Engage in sexually provocative games engage in inappropriate touching of any form.
- Make sexually suggestive comments to or about a child or adult in need of protection, even in fun.
- Form an inappropriate relationship with an adult in need of protection.
- Gossip about personal details of children or adults in need of protection and their families.
- Make/accept loans or gifts of money from an adult in need of protection.

The use of technology, including photography.

Modern technologies, such as social networking websites and mobile phones, can be misused by those who are intent on harming or exploiting children or adults in need of protection and their families.
Staff should:

- Never photograph/video a child or adult, even by mobile phone, without the valid consent of a parent, guardian or the adult concerned, and then only if there is a valid business reason for doing so.
- Ensure that any photographs/videos taken of a children or adults are appropriate.
- Report any inappropriate use of images of children or adults immediately.

We are committed to reviewing our policy and good practice annually.



Joseph Mallon
Director **05/01/2026.**