Safeguarding Policy

Last reviewed: January 2026
Next review: January 2027

Commercial Foundation CIC is committed to safeguarding and promoting the welfare of children, young people, and vulnerable adults.

We recognise our responsibility to provide a safe, inclusive, and supportive environment for everyone who engages with our work, particularly young adults aged 16–25.

Our Commitment

Safeguarding is central to our values and practice. We are committed to:

- Protecting children, young people, and vulnerable adults from harm
- Creating safe spaces for learning, work experience, and development
- Listening to concerns and taking them seriously
- Acting promptly and appropriately when safeguarding concerns arise
- Working in line with legislation and local safeguarding guidance

Who This Policy Applies To

This policy applies to:

- Programme participants and volunteers
- Staff, trustees, and contractors
- Partners, visitors, and suppliers
- Anyone engaging with Commercial Foundation through our services or website

What We Mean by Safeguarding

Safeguarding includes protecting individuals from:

- Physical, emotional, sexual, or psychological abuse
- Neglect or self-neglect
- Exploitation
- Online or digital harm
- Bullying, harassment, or discrimination

Our Safeguarding Framework

Commercial Foundation:

- Has clear internal safeguarding procedures
- Appoints a **Designated Safeguarding Lead (DSL)** and **Deputy DSL**
- Ensures staff and volunteers receive safeguarding training appropriate to their role
- Works with local safeguarding partners when required

Reporting a Safeguarding Concern

If you are concerned about the safety or wellbeing of a child, young person, or vulnerable adult connected to Commercial Foundation, please report this as soon as possible.

Designated Safeguarding Lead (DSL)
Email: **safeguarding@commercialfoundation.co.uk**

If a concern involves a member of staff or you feel unable to report it internally, you may contact your local safeguarding authority directly.

In an emergency, always call **999**.

Confidentiality

Safeguarding concerns are handled sensitively and confidentially. Information is shared only on a need-to-know basis and in line with data protection legislation.

Policy Review

This policy is reviewed annually and updated in line with changes to legislation, guidance, or organisational activity.