

Safeguarding Policy

Children, Young People and Adults at Risk

Safeguarding Policy Statement

Ayna Arts CIC is committed to safeguarding and promoting the welfare of children, young people, and adults at risk. We believe everyone has the right to participate in creative activity in a safe, respectful, and inclusive environment. We recognise our duty of care and take all reasonable steps to prevent harm, abuse, or exploitation.

Scope

This policy applies to:

- Directors
- Staff and freelancers
- Artists and facilitators
- Volunteers
- Participants and audiences where applicable

Designated Safeguarding Lead (DSL)

Ayna Arts appoints a **Designated Safeguarding Lead (DSL)** who is responsible for coordinating safeguarding concerns, liaising with statutory agencies, and ensuring staff and volunteers are aware of safeguarding procedures.

A Deputy DSL is appointed to act in their absence.

Responsibilities

All staff, artists, and volunteers are responsible for:

- Being alert to signs of abuse or neglect
- Responding appropriately to disclosures
- Reporting concerns immediately to the DSL
- Maintaining confidentiality and accurate records

Safer Recruitment

Ayna Arts follows safer recruitment practices. DBS checks are carried out where roles involve regulated activity with children or adults at risk, in line with UK legislation.

Reporting Concerns

Concerns must be reported to the DSL on the same day. Where there is immediate risk, emergency services or safeguarding authorities will be contacted directly.

Review

This policy is reviewed annually by the Board of Directors.