**Safeguarding, Risk Management, and Wellbeing of SASE staff, trustees, consultants, and volunteers**

 **Policy and procedure**

# Safeguarding SASE staff, trustees, volunteers, and consultants

This policy will enable Stand Against Sexual Exploitation to demonstrate its commitment to promoting wellbeing and safety of our staff.

It is important to have policy and procedures in place so that all trustees, staff, volunteers, and service users can work to maintain their safety and wellbeing.

The policy and procedures have been drawn up in order to enable Stand Against Sexual Exploitation to promote good practice and work in a way that can prevent harm and abuse occurring.

The policy applies to all *trustees*, staff, volunteers, *and* service users and anyone working on behalf of Stand Against Sexual Exploitation.

Our policy and practice for promoting wellbeing constitutes:

* Providing support to staff (including consultants) to discuss their emotional wellbeing and the impact of their work;
* Signposting to sources of support;
* Ensuring physical safety by avoiding exposure to risky activities, such as observing frontline outreach services, risk assessments are carried out by consulting with trustees or the Designated Wellbeing Manager on proposed activities; and
* Protecting privacy by not using personal telephone or email, or disclosing other details that could identify personal information

The Designated Wellbeing Manager in Stand Against Sexual Exploitation is Helen Johnson. Any questions, concerns, or issues in relation to staff, trustee, volunteer or consultant wellbeing should be raised with the Designated Wellbeing Manager and she should be contacted in association with implementing the policy. Helen Johnson is responsible for raising awareness of the policy and ensuring its implementation. The policy will be reviewed annually with the Board of Trustees.

Helen Johnson’s contact details are:

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