



*The Craniofacial Society of Great Britain and Ireland  
A Society for the study of Cleft Lip and Palate  
and other Craniofacial Anomalies*

Safeguarding Policy

**This policy applies to all members, including the Council/the Trustees, working on behalf of the Society**

The Society is a Charitable Organisation with no direct employees. The members of the Society work for Healthcare Organisations/Universities or are University students and therefore work within the Safeguarding Policies of their employing organisations or course providers. Any retired member will have been subject to their previous employer's Safeguarding Policy and vetting procedures.

It would be unusual for a member to work with children through their activities for the Society.

The Society Safeguarding Officer is the Honorary Secretary and any safeguarding concerns should be notified to the Honorary Secretary via email: [honsec@craniofacialsociety.org.uk](mailto:honsec@craniofacialsociety.org.uk)

**As part of our Safeguarding Policy the Society Acknowledges:**

- The duty of care to safeguard and promote the welfare of children and is committed to ensuring safeguarding practice which reflects statutory responsibilities, government guidance and complies with best practice.
- The welfare of the child is paramount as enshrined in the Children Act 1989.
- All children have the right to protection from harm regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity.
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting children's welfare.
- Council members/Trustees working within the society should be aware of their roles and responsibilities in respect of safeguarding and are able to identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people.

- Appropriate action will be taken in the event of incidents/concerns of abuse and support provided to the individual/s that raise or disclose the concern.
- All concerns, and allegations of abuse will be taken seriously by Council/the Trustees and responded to appropriately - this may require a referral to children's services and in emergencies, the Police.
- Confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored
- The importance of safe recruitment, selection and vetting procedures that include checks into the eligibility and the suitability of all Society Officers to prevent the election of unsuitable individuals.

**This policy has been drawn up on the basis of law and guidance that seeks to protect children, namely:**

Children Act 1989

United Convention of the Rights of the Child 1991

Data Protection Act 1998

Sexual Offences Act 2003

Children Act 2004

Protection of Freedoms Act 2012

This policy will be reviewed a year after development and then every three years, or sooner should an incident occur.