



## Lionheart Radio & Media CIC Safeguarding Policy

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**This policy identifies procedures, roles and responsibilities for ensuring that volunteers deal with young person and vulnerable adult safeguarding issues appropriately and promptly.**

This Policy and the Safeguarding Procedures are reviewed annually, against current guidelines – ref. *Northumberland County Council website - Safeguarding*, or similar - by the Lead Responsible Adult.

### Definitions.

1. Safeguarding. The care and protection of young people and vulnerable adults.
2. Safeguarded person. A young person or vulnerable adult. In the context of this policy, a safeguarded person is either a volunteer, or a guest on a show.

### Rights

- Young people and vulnerable adults have a right to proper care and protection from all forms of abuse.
- Volunteers have the right to proper support in carrying out their work and providing young people and vulnerable adults with due rights and respect.

These rights apply to all volunteers, including all young people and vulnerable adults, regardless of gender, ethnicity, disability, sexual identity, or religion.

The Board is responsible for the protection of young people and vulnerable adults within Lionheart Radio. The Board has designated the Lead Responsible Adult to oversee this on their behalf. This includes ensuring the implementation and monitoring of this policy and the Safeguarding Procedures.

Lionheart Director Richard Dale is the Lead Responsible Adult and he is contactable on [safeguarding@lionheartradio.com](mailto:safeguarding@lionheartradio.com). Additionally, on the “Contact Us” page on the website, “Safeguarding” may be selected as the “Attention of:”. An email thus submitted will reach the Safeguarding Inbox - the safeguarding email account monitored by Richard Dale.

### Categories of abuse

- **Neglect** – The neglect of safeguarded person, or the failure to protect a safeguarded person from exposure to any kind of danger (including cold or starvation), or failure to carry out important aspects of care, resulting in significant impairment of health or development.
- **Physical Injury** – Actual physical injury to a safeguarded person, or failure to prevent physical injury to such persons.
- **Sexual Abuse** – Actual sexual exploitation or failure to prevent sexual exploitation of a safeguarded person.
- **Emotional Abuse** – Adverse effects on the emotional and behavioural development of a safeguarded person caused by emotional ill-treatment or rejection.  
All abuse involves some emotional ill-treatment or rejection.

## Roles and responsibilities

When young people (less than 18 years old) or vulnerable adults are on the premises, a responsible adult will **always** be present. That adult will be either:

- A volunteer who has been DBS-checked as permitted to supervise young people and vulnerable adults and who has undergone basic protection training.
  - A properly identified parent / carer of the young person or vulnerable adult
  - A properly identified external supervisor of a group of young people or vulnerable adults
- Vulnerable adults will be assessed by the Station Organiser regarding their ability to be on the premises without caring support. If caring support is required (personal support in excess of safeguarding), this must be provided by a properly identified external carer(s)

It is the responsibility of all volunteers to

- Treat each safeguarded person with respect
- Provide a safe and secure environment for all young people and vulnerable adults using Lionheart Radio & Media premises and equipment
- Be vigilant to possible signs and symptoms of abuse to a safeguarded person
- Follow the agreed procedure, as described in the Safeguarding Procedures, for reporting and recording a Safeguarding Concern or a Safeguarding Allegation.
  - A Safeguarding Concern is raised when a volunteer is concerned about the welfare **outside Lionheart Radio** of a safeguarded person
  - A Safeguarding Allegation is made when a volunteer considers that another Lionheart Radio volunteer is behaving / has behaved inappropriately towards a safeguarded person
- Ensure that where comments, actions and behaviour of young people or vulnerable adults give cause for concern the incidents are dealt with promptly and recorded appropriately, in accordance with the Safeguarding Procedures.
- Ensure that all unfamiliar individuals coming into the premises are appropriately challenged.

To this end, all volunteers are required at Registration, and annually, to familiarise themselves with Lionheart Radio Policies and Safeguarding Procedures. These are

- Available in print in a binder kept prominently in the Lionheart Radio premises.
- Publicly available on the Lionheart Radio website.

Every volunteer is provided with a copy of the *Safeguarding Code of Good Practice*. This is also posted in the Lionheart Radio premises.

The general *Station Contact Information* and *Safeguarding Contact Information* are posted in the Lionheart Radio premises.

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Lionheart Radio & Media CIC Board approved this Policy at its meeting on 14 June 2023.

The approval was minuted.

Richard Dale agreed to be the Lead Responsible Adult and to oversee Safeguarding on behalf of the Board.

Lionheart Radio & Media CIC Board approved the Policy review at its meeting on 26 Nov 2024.

The approval was minuted.

Lionheart Radio & Media CIC Board approved the Policy review by written resolution on 09 January 2026 and this was minuted at its meeting on 18 February.

Signed on behalf of the Board by Garth Jeffery (Chair) on 18 February 2026.

**This Policy will be reviewed annually, or earlier if required**