

Designated Safeguarding Lead (DSL)

Good safeguarding practice at Audax UK is achieved by having a Designated Safeguarding Lead (DSL) to:

- Provide a framework for all volunteers to be fully aware of their role and responsibilities in safeguarding children and adults at risk.
- Ensure appropriate action is taken in the event of safeguarding incidents or concerns of abuse.
- Offer support to anyone who raises a concern or makes a safeguarding disclosure.

The DSL takes lead responsibility for the day-to-day oversight of safeguarding of children and adults at risk at Audax UK.

The DSL and any appointed Deputy DSLs must complete a recognised Level 3 Safeguarding Lead training course (e.g., NSPCC 'Time to Listen' or equivalent) with refreshers every two years.

The role and responsibilities of the DSL and any appointed deputies is to:

- Provide information and advice on safeguarding volunteers.
- Ensure safeguarding policies and procedures are in place and being followed.
- Actively promote a culture and environment whereby all volunteers are enabled to raise concerns and understand their safeguarding responsibilities.
- Ensure that any concerns about a child or adults at risk are acted on, clearly recorded, referred on where necessary, and followed up to ensure the risks are addressed.
- Determine what response is necessary to address a safeguarding concern about a child or adult at risk.
- Refer cases of suspected abuse or allegations to social care services and/or police.
- Record any reported incidents in relation to a child or adult at risk and ensure accurate written records of referrals or concerns are made, stored securely, and shared appropriately.
- Keep up to date on legal changes or guidance regarding safeguarding children and adults at risks and be familiar with local and national safeguarding children's procedures and guidance.

Following any information raising a concern, the designated safeguarding lead or deputy in DSL's absence will consider any urgent medical needs of the child. The DSL will decide whether it is necessary:

- to talk to parents/carers, unless to doing so may place a child at risk of significant harm, impede any police investigation and/or place the member of volunteers or others at risk,
- whether to make a child protection referral to the local authority (children's social care) because a child is suffering or is likely to suffer significant harm and if this needs to be undertaken immediately.

All information and actions taken, including the reasons for any decisions made, will be fully documented. The DSL must make a record of their decision with a rationale even if no further action is to be taken. A decision to take no further action or monitor a situation is as serious as a decision to make a referral to the authorities.

If the DSL decides to make a report to children's social care or the police, this should be by phone and notification in writing as soon as practicable.

The DSL must keep a record of all the actions taken (including phone calls and referrals out), any crime reference number, decisions made and any outcomes in accordance with good practice on recording, information storage and retention.

Action following a child protection referral:

- The DSL will seek feedback three working days after making the notification to confirm receipt, action taken, and implications for the child.
- If the DSL is of the view that concerns are not being responded to appropriately by Children's Social Services, then these concerns will be escalated until the DSL feels that some resolution has been achieved.
