



Carefree Getaway

Structured Travel. Safe Independence.

MARCH 2026

SAFEGUARDING POLICY

Date Written	March 2026	Date of Next review	March 2027
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Version	1.0		
Date Signed Off	March 2026		
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1. Purpose

Carefree Getaway Limited is committed to safeguarding and promoting the welfare, safety and dignity of all individuals who access its services.

This policy sets out the organisation's approach to:

- preventing harm, abuse and neglect
- identifying safeguarding concerns
- responding appropriately to incidents
- ensuring safe and professional service delivery

Safeguarding is a **core responsibility** and applies to all aspects of the organisation's work.

2. Scope

This policy applies to:

- all clients
- all staff and support workers
- all supported travel activities
- all environments where services are delivered

Although Carefree Getaway does not provide regulated personal care, it recognises its duty to operate within a **robust safeguarding framework**.

3. Legal and Good Practice Framework

Carefree Getaway aligns with relevant safeguarding principles and legislation, including:

- Care Act 2014 (Safeguarding Adults Principles)
 - Children Act 1989 & 2004 (where applicable for 16–17 age group)
 - Working Together to Safeguard Children (guidance)
 - UK safeguarding best practice standards
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4. Definition of Safeguarding

Safeguarding refers to protecting individuals from:

- abuse
- neglect
- exploitation
- harm

It also includes promoting:

- wellbeing
- dignity
- independence

5. Types of Abuse

Staff must be aware of different forms of abuse, including:

- physical abuse
- emotional or psychological abuse
- financial abuse
- neglect or acts of omission
- discriminatory abuse
- organisational abuse

Support workers are expected to remain alert to any signs of concern.

6. Safeguarding Principles

Carefree Getaway operates in line with key safeguarding principles:

6.1 Empowerment

Supporting individuals to make informed choices.

6.2 Safety First

Safety and wellbeing of individuals is always the primary consideration.

6.3 Prevention

Taking action to prevent harm before it occurs.

6.4 Proportionality

Responding to safeguarding concerns appropriately to the level of risk.

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6.5 Protection

Providing support to those at risk.

6.6 Partnership

Working with families, professionals and relevant authorities where appropriate.

6.7 Accountability

Ensuring all safeguarding actions are recorded and managed responsibly.

7. Roles and Responsibilities

7.1 Organisation Responsibilities

Carefree Getaway Limited will be responsible for:

- Ensuring staff are DBS checked
- Providing safeguarding awareness guidance
- Maintaining clear reporting procedures
- Implementing risk assessments for travel activities
- Overseeing safeguarding arrangements
- Reviewing concerns and incidents
- Making decisions on escalation
- Ensuring policies are implemented
- Ensuring safe working practices.

7.2 Staff Responsibilities

All staff must:

- Act in the best interests of clients
- Remain alert to signs of abuse or harm
- Maintain professional boundaries
- Report any safeguarding concerns immediately
- Follow organisational procedures.
- Maintain confidentiality

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8. Safer Recruitment

Carefree Getaway ensures:

- Enhanced DBS checks for all staff
- Identity verification
- Appropriate selection processes
- Appropriate reference checks
- Clear role expectations

This reduces the risk of unsuitable individuals working with clients.

9. Risk Management and Prevention

Safeguarding risks are managed through:

- Client consultation and profiling
- Structured travel risk assessments
- structured travel planning
- professional supervision
- Staff briefings
- clear boundaries

These processes help identify and manage potential risks before travel takes place.

10. Recognising Safeguarding Concerns

Staff should remain alert to:

- Changes in behaviour
- Signs of distress or anxiety
- Unusual interactions
- Indications of harm or neglect

Concerns must not be ignored.

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11. Safeguarding Reporting Procedure

Step 1: Ensure Immediate Safety

Protect the individual from harm.

Step 2: Report Immediately

Inform the Safeguarding Lead (Director).

Step 3: Record the Concern

Complete an Incident/Safeguarding Report.

Step 4: Escalate if Required

Where necessary, concerns may be referred to:

- local safeguarding authorities
 - emergency services
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12. Confidentiality

Safeguarding information will be:

- handled sensitively
- shared only where necessary with relevant authorities.
- stored securely in accordance with data protection requirements.

Confidentiality does not override the need to protect individuals.

13. Professional Boundaries

Maintaining professional boundaries is essential for safeguarding.

Staff must not:

- form personal relationships with clients
 - share personal contact details
 - accept gifts or money
 - engage in inappropriate conduct
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14. Whistleblowing

Staff are encouraged to report concerns about:

- unsafe practices
- inappropriate behaviour
- organisational risks

All concerns will be taken seriously and handled appropriately.

15. Training and Awareness

Staff are expected to:

- understand safeguarding responsibilities
 - follow procedures
 - seek guidance when unsure
 - participate in relevant training where required
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16. Monitoring and Review

Carefree Getaway will:

- review safeguarding incidents
 - identify trends
 - improve procedures
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17. Policy Review

Carefree Getaway will ensure this policy remains effective and aligned with best practice and will be reviewed:

- annually
 - following incidents
 - when legislation changes
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17. Declaration

Carefree Getaway Limited is committed to maintaining a **safe, respectful and professionally managed environment**, ensuring that all individuals can participate in supported travel experiences with confidence and security.

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