

AFSSA™

Annual Floor Safety Standard Assurance

SAFEGUARDING POLICY

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Approved By	Sonny Webb, AFSSA
Status	Active

1. Purpose

This Safeguarding Policy sets out AFSSA's commitment to safeguarding the welfare of children and vulnerable adults who may be present in or connected to the premises assessed under the AFSSA framework.

AFSSA assessors work across a wide range of environments, including housing, supported housing, healthcare settings, educational premises and care environments. In these settings, they may come into contact with children, vulnerable adults or individuals who may be at risk. AFSSA takes its responsibility to act appropriately in these situations seriously.

2. Scope

This policy applies to all individuals carrying out assessments or other site-based work on behalf of AFSSA.

3. Policy Statement

AFSSA is committed to the safeguarding and promotion of the welfare of children and vulnerable adults. AFSSA will ensure that all individuals working under its framework are aware of their safeguarding responsibilities and know how to respond appropriately to concerns.

Safeguarding is everyone's responsibility. AFSSA will not tolerate any behaviour that puts children or vulnerable adults at risk of harm.

4. Definitions

4.1 Children

For the purposes of this policy, a child is any person under the age of 18.

4.2 Vulnerable Adults

A vulnerable adult is any person aged 18 or over who, due to mental or physical disability, illness, age, addiction or other circumstance, may be unable to protect themselves against harm, abuse or exploitation.

5. Conduct in Sensitive Environments

When working in environments where children or vulnerable adults may be present, AFSSA assessors must:

- Conduct themselves with appropriate sensitivity, discretion and professionalism at all times
- Not engage in unnecessary interaction with children or vulnerable adults during site visits
- Ensure that any interaction is appropriate to the professional nature of the visit
- Not take photographs of children or vulnerable adults
- Be alert to any signs that a child or vulnerable adult may be at risk of harm

6. Recognising Signs of Concern

AFSSA assessors should be aware that signs of concern may include, but are not limited to:

- Visible injuries that appear inconsistent with the explanation given
- An individual who appears frightened, withdrawn or distressed
- Environmental conditions that suggest neglect or unsuitable living circumstances
- Behaviour by others that appears controlling, threatening or abusive

Assessors are not required to investigate concerns. Their role is to observe and report.

7. Responding to Concerns

If an assessor has a safeguarding concern during or following a site visit, they must:

- Not ignore the concern or assume someone else will deal with it
- Not attempt to investigate the concern themselves
- Report the concern to the Founder as soon as reasonably practicable following the visit
- Record the details of what was observed, including the date, time, location and nature of the concern, as accurately as possible

Where there is an immediate risk of serious harm, the assessor should contact the emergency services on 999 without delay.

8. Escalation

On receiving a safeguarding report, the Founder will:

- Assess the nature and urgency of the concern

- Consider whether immediate referral to the local authority children's or adult social care services or the police is required
- Maintain a written record of the concern and the actions taken

AFSSA will cooperate fully with any statutory agency investigating a safeguarding concern arising from AFSSA assessment activity.

9. Confidentiality

Safeguarding concerns must be handled with appropriate confidentiality. Information must only be shared with those who need it to protect the welfare of the individual concerned. Safeguarding concerns should not be discussed openly or shared more widely than necessary.

10. Review

This policy will be reviewed annually or following any safeguarding incident or material change in the environments in which AFSSA operates.

11. Related Documents

- Code of Conduct
- Lone Working Policy
- Confidentiality Policy
- Health & Safety Policy

12. Document Control

Policy Owner	Sonny Webb, Founder & Lead Assessor, AFSSA
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