

**IAM RoadSmart**

**Safeguarding Statement**

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# IAM RoadSmart Safeguarding Statement Purpose

The purpose of this statement is to outline IAM RoadSmart’s commitment to protect employees, contractors, volunteers, members and in particular vulnerable adults, or young people by creating a safe and supportive environment free from any harm and any abuse that may be caused due to their contact with IAM RoadSmart employees and associated personnel (as defined below):

# A young person is, as defined by The Children Act 1989:

‘a person under the age of 18 years’

# A vulnerable adult is:

‘a person who needs community care services by reasons of mental health or other disability, age, or illness’ and ‘is or may be unable to take care of him/herself against significant harm or exploitation’.

IAM RoadSmart is committed to protecting the safety and wellbeing of young people and vulnerable adults and this statement outlines the commitments made by IAM RoadSmart and informs employees and associated personnel in any capacity of their responsibilities in relation to safeguarding.

# This policy does not cover:

* sexual harassment in the workplace – this is dealt with under IAM RoadSmart’s Anti Bullying and Harassment Policy
* safeguarding concerns in the wider community not perpetrated by IAM RoadSmart or associated personnel

# What is Safeguarding?

In the UK, safeguarding means protecting individual’s health, wellbeing, and human rights, and enabling them to live free from harm, abuse, and neglect.

# Scope

All employees and contractors of IAM RoadSmart

Associated personnel whilst engaged with work or visits related to IAM RoadSmart, including but not limited to the following: consultants; volunteers; contractors; trainers and programme visitors including journalists, celebrities, and politicians.

# Context

IAM RoadSmart believes that everyone we encounter, regardless of age, gender identity, disability, sexual orientation, or ethnic origin has the right to be protected from all forms of harm, abuse, neglect, and exploitation. IAM RoadSmart will not tolerate abuse and exploitation by staff or associated personnel.

# Best Practice

All representatives of IAM RoadSmart are expected to adhere to the highest standards of behaviour and professionalism. Clear guidelines and expectations regarding conduct are outlined in our ‘Code of Conduct’.

**Reporting and Responding**

IAM RoadSmart will ensure that safe, appropriate, accessible means of reporting safeguarding concerns are made available to employees and associated personnel.

Anyone reporting concerns or complaints through formal whistleblowing channels will be protected by IAM RoadSmart’s Whistleblowing Policy.

IAM RoadSmart will also accept complaints from external sources such as members of the public, partners, and official bodies.

Employees who have a complaint or concern relating to safeguarding should report it immediately to a member of the Senior Leadership Team or their line manager. If the employee does not feel comfortable reporting to a member of the Senior Leadership Team, or their line manager (for example if they feel that the report will not be taken seriously, or if that person is implicated in the concern) they may report to any other appropriate person such as the People and Culture Director.

Associated personnel should report it immediately as follows:

* volunteers – report to the Chair of their Group (ASDMs will be available to offer advice to the Chair)
* trainers – DDR to Head of Commercial
* trainers and examiners – to ASDMs (ASDM team will seek advice as required from Head of Field Service Delivery, Chief Examiner or People & Culture Director)

# Responding to a Concern

If you are made aware if a concern, you should:

* stay calm
* contact emergency services if there is a need for any medical attention or protection – ensure they are aware this is a safeguarding issue
* reassure the accuser that they were right to tell you
* listen to them and show that you are taking what is being said seriously
* keep questions to a minimum, although you must have a clear and accurate understanding of what has been said. The law is strict, and an abuse case can be dismissed if it appears a vulnerable adult or young person has been led or words and/or ideas have been suggested
* record what has happened
* report what has happened as soon as possible

If you suspect that a vulnerable adult or young person may be the subject of abuse, it is not your responsibility to decide whether abuse has occurred/is occurring, but it is your duty to report your concern.

# IAM RoadSmart Response

IAM RoadSmart will follow up safeguarding reports and concerns according to procedure, and legal and statutory obligations.

IAM RoadSmart will apply appropriate disciplinary measures to any employee or associated personnel found in breach of this statement.

IAM RoadSmart will offer support to victims of abuse or harm caused by employee or associated personnel, regardless of whether a formal internal response is carried out (such as an internal investigation).

# Confidentiality

It is essential that confidentiality in maintained at all stages of the process when dealing with safeguarding concerns. Information relating to the concern and subsequent case management should be shared on a need-to-know basis only and should always be kept secure.

This statement reflects our commitment to safeguarding and is integral to our mission and values. We expect all individuals associated with IAM RoadSmart to support and adhere to this safeguarding statement.

Date: May 2025