

GOVERNANCE & POLICIES



POLICY

Safeguarding Vulnerable Adults and Child Protection Policy

Adopted by the Board of Directors

25th May 2026

KENT WITH UKRAINE LTD

www.kentwithukraine.co.uk

Safeguarding Vulnerable Adults and Child Protection Policy

Kent With Ukraine is fully committed to protecting children, vulnerable adults, beneficiaries, volunteers, staff and partners from harm, abuse, exploitation and neglect.

We have a zero-tolerance approach to sexual exploitation, abuse, harassment, bullying, discrimination and misuse of power. This is particularly important in the context of our work with people affected by war, displacement, disability, injury, trauma and vulnerability.

Safeguarding is a core governance responsibility for Kent With Ukraine. We maintain clear reporting procedures, safer recruitment practices, volunteer standards, partner expectations and escalation routes to ensure that concerns are taken seriously and acted upon quickly.

1. Policy Statement

Kent With Ukraine is fully committed to protecting children, young people, vulnerable adults, beneficiaries, volunteers, staff, partners and anyone who comes into contact with our work.

We have a zero-tolerance approach to abuse, neglect, exploitation, sexual exploitation, sexual abuse, sexual harassment, bullying, discrimination and misuse of power.

This policy is designed to align with UK safeguarding expectations and the laws of England and Wales.

Kent With Ukraine will take all reasonable steps to protect from harm people who come into contact with our work, including beneficiaries, staff, volunteers and others.

2. Purpose

This policy sets out how Kent With Ukraine will:

- protect children and vulnerable adults from harm;
- prevent abuse, exploitation and safeguarding failures;
- ensure concerns are reported and acted upon quickly;
- make safeguarding a core governance responsibility;
- protect people affected by war, displacement, disability, injury, trauma or vulnerability;
- ensure all staff, volunteers, trustees and partners understand their responsibilities.

3. Scope

This policy applies to:

- trustees and directors;
- staff and volunteers;
- advisers, secondees and consultants;
- contractors and suppliers;
- delivery partners;
- anyone representing Kent With Ukraine.

It applies to all activity in the UK, Ukraine and any other country where Kent With Ukraine operates.

4. Who this policy is designed to protect

This policy protects:

- children and young people under 18;
- vulnerable adults and adults at risk;
- displaced people and refugee families;

- injured people and veterans;
- people with disabilities;
- people affected by trauma, bereavement, captivity, violence or exploitation;
- beneficiaries of aid, transport, rehabilitation, education, civic or humanitarian programmes;
- staff, volunteers and partners.

Adult safeguarding should protect people with care and support needs who may be at risk of abuse or neglect, while also respecting their choices, dignity and control over their lives.

5. Kent With Ukraine's Safeguarding Principles

Kent With Ukraine will always:

- place the safety, dignity and welfare of children and vulnerable adults first;
- take all safeguarding concerns seriously;
- act quickly where someone may be at risk of harm;
- listen to and respect survivors, victims and those raising concerns;
- never ignore, conceal or minimise abuse or exploitation;
- ensure aid and support are never conditional on personal, sexual, political, financial or other favours;
- work in a trauma-informed and conflict-sensitive way;
- protect confidential information while sharing concerns where necessary to prevent harm;
- maintain clear reporting, recording and escalation procedures;
- ensure safeguarding is overseen by the Board of Directors and Head of Mission.

6. Prohibited Conduct

Kent With Ukraine strictly prohibits:

- physical, emotional, sexual or psychological abuse;
- sexual exploitation, abuse or harassment;
- sexual activity with anyone under 18;
- exchange of aid, transport, accommodation, employment, access or support for sex, labour, money, political support or personal benefit;
- grooming, coercion, intimidation or manipulation;
- bullying, harassment or discriminatory conduct;
- inappropriate relationships with beneficiaries;
- neglect of safeguarding concerns;
- unauthorised one-to-one contact with children or vulnerable adults;
- taking or publishing photographs of children, injured people, displaced families or vulnerable adults without appropriate consent;
- misuse of personal data, stories or images;
- retaliation against anyone who reports a concern.

7. Governance and Responsibilities

The Board of Directors has overall responsibility for safeguarding. Kent With Ukraine will appoint a named Designated Safeguarding Lead responsible for:

- receiving safeguarding concerns;
- ensuring concerns are recorded securely;
- advising volunteers and staff;
- escalating concerns to statutory authorities where required;
- supporting safeguarding risk assessments;
- maintaining safeguarding records;
- reporting serious safeguarding incidents to funders, regulators or authorities where necessary.

Designated Safeguarding Lead: Director, Iris Smith

Email: iris@kentwithukraine.co.uk

Telephone: +44 7710 247424

All trustees, staff, volunteers and representatives must understand that safeguarding is everyone's responsibility.

8. Safer Recruitment and Volunteer Screening

Kent With Ukraine will apply proportionate safer recruitment procedures. Depending on the role, this may include:

- written role descriptions;
- identity checks;
- references;
- interview or suitability assessment;
- DBS checks where legally appropriate;
- enhanced vetting where legally required;
- safeguarding declarations;
- conflict of interest checks;
- induction and training;
- signed agreement to the Volunteer Code of Conduct.

Anyone who may work directly with children, vulnerable adults, veterans, displaced people or sensitive beneficiary data must be subject to enhanced scrutiny appropriate to the role.

9. Child Protection Procedures

When working with children, Kent With Ukraine will:

- ensure children are treated with dignity and respect;
- avoid unsupervised one-to-one contact wherever possible;
- obtain appropriate consent from parents, guardians, schools or institutions;
- listen to children and take their concerns seriously;
- avoid asking intrusive questions about trauma, violence, family loss or displacement unless necessary;
- protect children's identities and locations;
- ensure photographs, videos and stories are used only with appropriate consent;
- avoid publishing information that could expose a child to harm, stigma, trafficking or targeting.

If a child is at immediate risk of harm, Kent With Ukraine will contact emergency services, local safeguarding authorities or relevant Ukrainian authorities without delay.

A volunteer or staff member must not investigate an allegation themselves. Their duty is to listen, reassure, record and report.

10. Vulnerable Adults Procedures

When working with vulnerable adults or adults at risk, Kent With Ukraine will:

- respect the person's dignity, autonomy and wishes;
- seek informed consent wherever possible;
- recognise that adults may have the right to make their own choices, even where others disagree;
- act where there is abuse, coercion, exploitation, neglect or immediate risk of harm;
- make reasonable adjustments for disability, injury, trauma, language, communication or mobility needs;
- avoid creating dependency or unsafe power dynamics;
- protect sensitive information, especially medical, disability, veteran, trauma or displacement-related information.

Where an adult lacks capacity, is under coercion, or where others may also be at risk, Kent With Ukraine will escalate concerns to appropriate safeguarding authorities or emergency services.

11. Operating in Ukraine

Kent With Ukraine recognises that war creates heightened safeguarding risks. These include displacement, family separation, trauma, disability, poverty, injury, bereavement, trafficking, exploitation, loss of income, insecure accommodation and barriers to services. In Ukraine, Kent With Ukraine will therefore:

- work through trusted partners wherever possible;
- ensure activities are risk assessed;
- make safeguarding expectations clear to partners, drivers, interpreters, volunteers and suppliers;
- avoid informal or unrecorded arrangements involving vulnerable people;
- ensure aid distribution is fair, transparent and not linked to political, personal or sexual favours;
- treat veterans, injured people, displaced families and children with dignity;
- avoid publishing sensitive locations or identifying details;
- escalate concerns to appropriate Ukrainian authorities, local partners or emergency services where required.

12. Reporting Safeguarding Concerns

All safeguarding concerns must be reported immediately. Concerns may include:

- abuse or suspected abuse;
- sexual exploitation, abuse or harassment;
- neglect;
- trafficking or exploitation;
- unsafe conduct by a volunteer, staff member or partner;
- inappropriate relationships;
- misuse of beneficiary information or images;
- threats, coercion or intimidation;
- concerns involving children or vulnerable adults.

Reports should be made to:

Designated Safeguarding Lead: Director, Iris Smith

Email: iris@kentwithukraine.co.uk Telephone: +44 7710 247424

Operational / Deputy Designated Safeguarding Lead: Head of Mission, Jordan Meade

Email: jordan@kentwithukraine.co.uk Telephone: +44 7977 367013

Where there is immediate danger, contact police, emergency services or relevant local authorities first.

13. How to Respond to a Disclosure

If someone discloses abuse or harm:

- Listen carefully.
- Stay calm.
- Reassure them they were right to speak up.
- Do not promise absolute confidentiality.
- Do not investigate or ask leading questions.
- Record the facts as soon as possible.
- Report immediately to the Designated Safeguarding Lead.
- Escalate to emergency services where there is immediate danger.

14. Recording and Confidentiality

Safeguarding concerns must be recorded accurately, securely and confidentially. Records should always include:

- date and time;
- person raising the concern;

- person at risk;
- facts of the concern;
- immediate actions taken;
- who was informed;
- decisions and follow-up action.

Safeguarding information must only be shared with those who need to know in order to protect people, comply with the law, or meet regulatory or funder requirements.

15. Allegations Against Staff, Volunteers or Partners

Any allegation against a trustee, staff member, volunteer, contractor, partner or representative will be taken seriously.

Kent With Ukraine may:

- remove the person from activity while concerns are assessed;
- restrict access to beneficiaries, data, funds or equipment;
- report the matter to statutory authorities;
- notify funders or regulators where required;
- terminate the person's involvement with Kent With Ukraine;
- refer matters to police or safeguarding bodies where appropriate.

Kent With Ukraine will not allow internal loyalty, reputation management or personal relationships to override safeguarding.

16. Whistleblowing and Protection from Retaliation

Anyone may raise a safeguarding concern in good faith without fear of retaliation.

Kent With Ukraine will not tolerate bullying, intimidation, victimisation or adverse treatment of anyone who reports a concern, supports an investigation, or refuses to take part in unsafe conduct.

17. Training and Awareness

Kent With Ukraine will provide proportionate safeguarding training and guidance to trustees, staff, volunteers and relevant partners. Training may include:

- recognising signs of abuse, neglect and exploitation;
- child protection;
- safeguarding adults at risk;
- protection from sexual exploitation, abuse and harassment;
- safe use of images and stories;
- Ukraine-specific safeguarding risks;
- reporting and escalation procedures.

18. Review of this Policy

This policy will be reviewed annually, or sooner if there is:

- a serious safeguarding incident;
- a funder requirement;
- a change in law or guidance;
- a major new project;
- expanded work with children, veterans or vulnerable adults;
- a significant change in operations in Ukraine.