



Safeguarding Policy

Easy Read

2025



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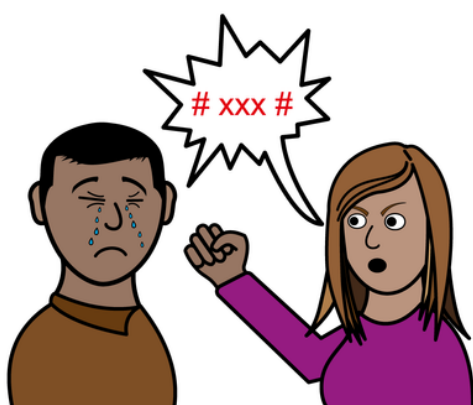
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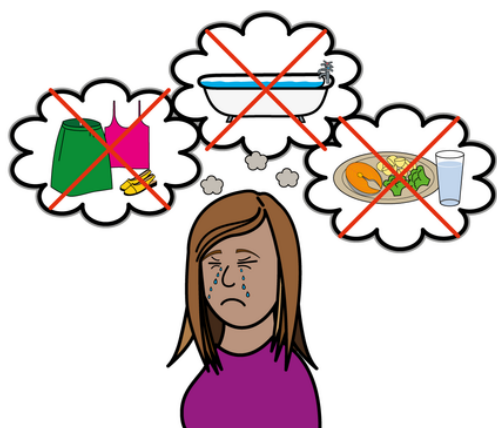
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In this guide hard words will be written in **bold** and explained in a yellow box like this one.

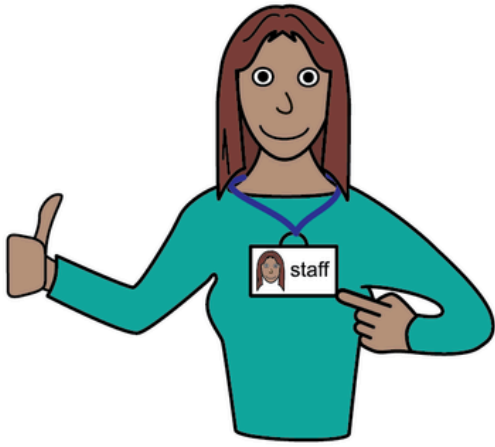
Safeguarding means keeping people safe from being hurt, abused, or neglected.



Abuse is when someone does or says things that frighten you or cause you harm.

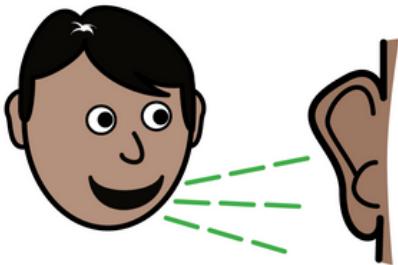


Neglect is when your care and support needs are not being met.



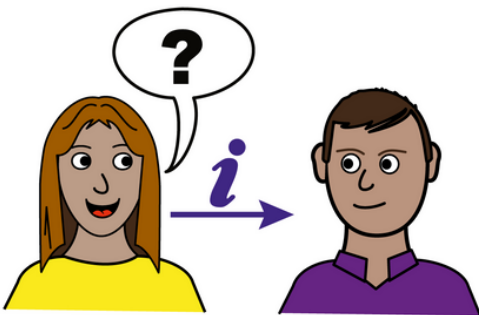
You can talk to any staff member, volunteer, or helper at Stepping Stones DS if you feel unsafe or worried about something.

They will:

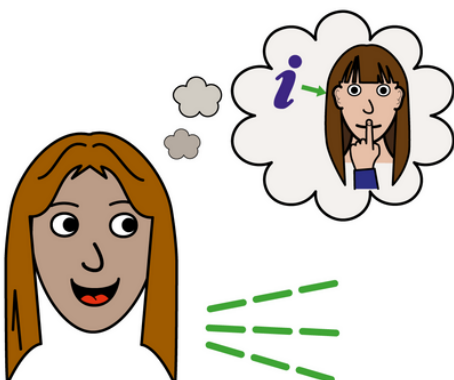


- Listen to you.

- Take your worries seriously.



- Share your concerns with the right people to help.



- Keep your personal information safe.

Who to contact:

In an emergency, call 999



If you are worried and it is not an emergency, talk to:

Kirsten Williams (Safeguarding Lead):

07894 339172

Email: kirsten@steppingstonesds.co.uk

Josh McCormack (Safeguarding Lead):

07557 229695

Email: josh@steppingstonesds.co.uk



Kirsten



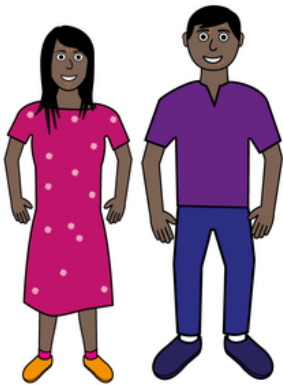
Josh

The Safeguarding Lead is the person in charge of keeping people safe at Stepping Stones DS.

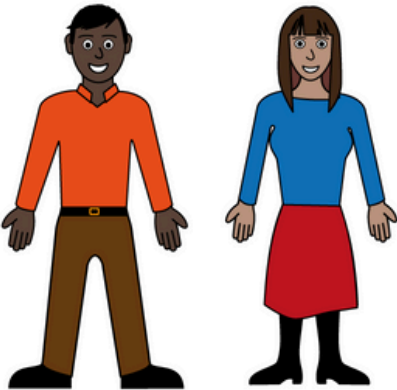
Who we help:



- **Children:** Anyone under 18



- **Young people:** Ages 18-24



- **Vulnerable adults:** People who need extra help to stay safe.

Parents and carers can also talk to us if they have any worries.

How we stay safe:

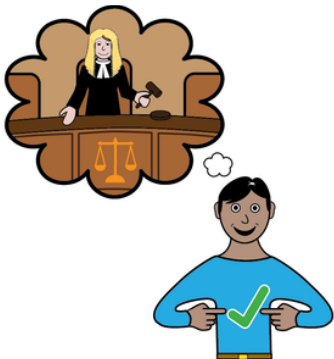
We make sure:



- Every staff member and volunteer is checked to make sure they are safe.



- Everyone gets safeguarding training.



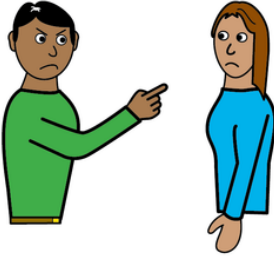
- We follow laws to protect you.



- We teach families how to stay safe online and offline.

What is Abuse?:

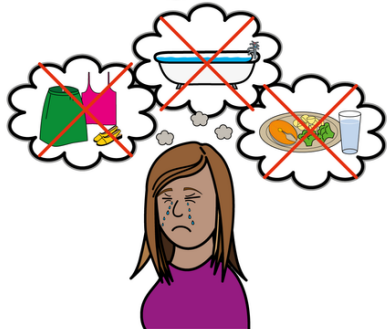
Abuse can happen in different ways. Some examples are:



- Bullying (in person or online)



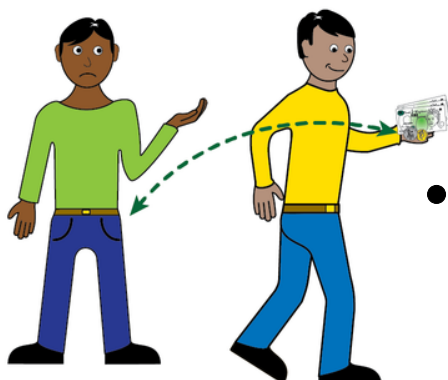
- Hitting or hurting someone



- Ignoring someone's needs (neglect)



- Saying mean things (emotional abuse)



- Taking money (financial abuse)



- Touching someone or talking to someone in a sexual way when they have not agreed or they were pressured to agreeing (sexual abuse)



- Forcing someone to do something they don't want to do
- Teaching someone that it is ok to hate or be violent to other people who are different to you (radicalisation)

If you see or feel any of these, tell us!

How to tell us when you are worried:

If you are worried about yourself or someone else:

- Talk to a staff member.

- Call Kirsten or Josh.

- Contact an outside organization like Childline or NSPCC.

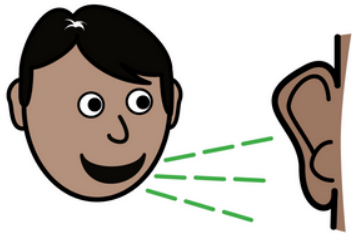
- Try to give the person you are telling as much detail as you can remember.



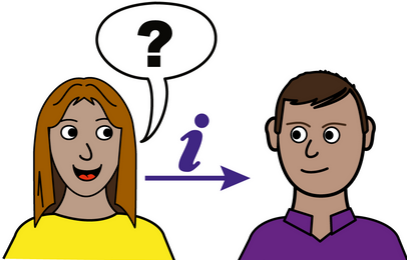
Remember, it is always okay to ask for help!

What happens when you tell us :

We will:



- Listen to you carefully.
- Write down what you say.

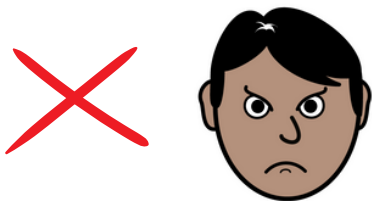


- Talk to people who can help.

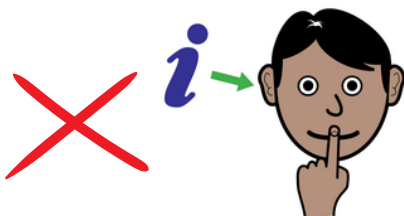
We will not:



- Share your information with people who don't need to know.



- Judge you or your family.



- Promise to keep any secrets.

Useful contacts:

In an emergency: call 999

Childline: 0800 11 11

NSPCC: 0808 800 5000



Local Children's Services (call if you need help for a child):

Bracknell Forest: 01344 352005

Email: mash@bracknell-forest.gov.uk

Hampshire: 0300 555 1384

Email: childrens.services@hants.gov.uk

Surrey: 0300 470 9100

Email: cspa@surreycc.gov.uk

Useful contacts:

Adult Services (call if you need help for an adult):

Bracknell Forest: 01344 351500

Hampshire: 0300 555 1386

Surrey: 0300 200 1005

Kirsten Williams (Safeguarding Lead):

07894 339172

Email: kirsten@steppingstonesds.co.uk

Josh McCormack (Safeguarding Lead):

07557 229695

Email: josh@steppingstonesds.co.uk