Safeguarding Policy
Atlas Star IT Centre

Purpose of the Policy

Atlas Star IT Centre is committed to ensuring the safety and well-being of all young people and vulnerable adults who engage with our institution. This safeguarding policy outlines our responsibilities, procedures, and commitment to creating a safe and secure environment for all. Atlas recognises its obligations to provide a safe environment and give particular care to those who may be most at risk of maltreatment or abuse.

Scope

This policy applies to all staff, students, volunteers, and anyone working with or on behalf of Atlas Star IT Centre who may interact with young people and vulnerable adults.

Our Commitment

Atlas Star IT Centre recognizes its duty of care to protect young people and vulnerable adults from harm. We are committed to:

1. **Providing a safe and inclusive environment:**

   - Ensuring that young people and vulnerable adults are treated with respect and dignity.
   - Promoting their rights to be heard, protected, and supported.

2. **Preventing harm:**

   - Taking all reasonable measures to minimize risks of harm, abuse, or exploitation.
   - Ensuring all staff and volunteers are trained in safeguarding practices.

3. **Responding to concerns:**

   - Taking immediate and appropriate action to address any safeguarding concerns or allegations.

Safeguarding Principles

1. Protection

Young people and vulnerable adults need to be protected from abuse, neglect, exploitation, and any harm. Atlas Star IT Centre will:

- Identify and respond to potential risks.
- Ensure that safeguarding is a priority in all interactions and activities.

2. Raising Concerns

We encourage a culture of openness where safeguarding concerns can be raised confidently.

- **How to Raise a Concern:**

    - Speak directly to the Designated Safeguarding Lead (DSL).
    - Concerns can also be raised via email or in writing to the Safeguarding Team.
    - Contact information for safeguarding personnel will be displayed prominently throughout the institution.

- **What Happens Next:**

    - All concerns will be handled confidentially, promptly, and in accordance with legal and institutional guidelines.
    - A clear record will be maintained, and appropriate steps will be taken to address and resolve the concern.

3. Roles and Responsibilities

- **Designated Safeguarding Lead (DSL):**

    - The DSL is responsible for overseeing safeguarding practices, receiving concerns, and ensuring they are addressed appropriately.

    - They will coordinate with relevant external agencies when required.

- **Deputy Designated Safeguarding Lead (Deputy DSL):**

    - Acts as a backup to the DSL and supports safeguarding initiatives.

- **All Staff and Volunteers:**

    - Have a duty to safeguard young people and vulnerable adults.

    - Must be vigilant, report concerns promptly and undergo safeguarding training.

4. Monitoring and Review

Atlas Star IT Centre will review this policy annually or in response to significant changes in legislation, to ensure it remains effective and relevant.

Contact Information

Designated Safeguarding Lead (DSL):
Name: Bikash Maharjan

Reporting Email: bikash@atlasstar.com.np

Conclusion

Atlas Star IT Centre takes its safeguarding responsibilities seriously. By fostering a culture of vigilance, respect, and accountability, we aim to ensure that all young people and vulnerable adults can engage with our institution safely and confidently.