



## Safeguarding Policy

### Policy statement

The Institute of Imagination (iOi) recognises its responsibility to ensure that a safe environment is provided for all children and vulnerable adults taking part in its activities. This policy specifies how we will provide a safe environment and protect children and vulnerable adults while they are taking part in iOi events, projects and other activities. It also aims to protect iOi staff, freelancers and volunteers from situations where they may feel threatened or open to suspicion or accusation. It also provides procedures for dealing with situations where abuse or inappropriate behaviour is witnessed by or disclosed to staff.

It is the responsibility of individual members of staff, freelancers and volunteers to understand the content of this policy, to ensure that it is followed, and to report any breaches of policy to the Lead Safeguarding Officer in the first instance. Safeguarding is the responsibility of all.

iOi considers itself a safe space for all children, whatever their race, religion, ability, gender, social status or any other differing factor. All children will be treated fairly and equally at iOi events.

Children have the right to express themselves and to share information, provided that it is not damaging to themselves or to others. iOi aims to give them this freedom at our events and we endeavour to give them the tools to do so. iOi also aims to use a proactive approach to behaviour management with children, working closely with schools from the outset to ensure that our workshops can be delivered at the highest possible standard.

Children have the right to relax and play and join in a wide range of cultural, artistic and other recreational activities. iOi aims to support this by continually programming new and diverse activities, in which all children of all ages and abilities can participate. Due to this, the iOi aims to, wherever possible, consult children when making decisions regarding programming. The iOi will endeavour to be a space that children can play, discover, experiment and learn in a safe environment.

### Policy aims

- To ensure children find a safe and enjoyable place at iOi events and workshops
- To develop a consistent approach across all iOi activity in dealing with safeguarding issues.
- To inform staff, volunteers and Trustees about iOi's responsibilities for safeguarding children.
- To enable everyone to have a clear understanding of how these responsibilities should be carried out.

**This is an overview of the iOi's Safeguarding Policy. If you would like to see a copy of our full policy, please contact [hello@ioi.london](mailto:hello@ioi.london).**