

## **Safeguarding Policy for: The Wings of Hope Educational Charity Fundraising Activities**

**Organisation Name:** Wings of Hope Educational Charity (WOHAA Programme)

**Activity:** Student-led fundraising (in-school and external environments)

**Date of Assessment:** August 2025

**Written by:** Mrs Sarah Spencer

**Review Date:** August 2026

**Assessed by:** Mrs Rajni Sriram

### **1. Context**

The Wings of Hope Achievement Awards (WOHAA) encourages students in Years 9–12 to organise creative and impactful fundraising events to support educational initiatives for underprivileged children in India and Malawi. Activities may take place within school grounds or in external public venues. Therefore, it is vital to have clearly defined safeguarding and risk management protocols in place to ensure the safety, well-being, and accountability of all student participants.

This policy supports compliance with:

- **The Children Act 1989 & 2004**
- ***Keeping Children Safe in Education (KCSIE) 2025* statutory guidance**
- ***Online Safety Act 2024***
- **Charity Commission guidance on risk management (CC26) and safeguarding duties**
- **GDPR and the Data Protection Act 2018**
- **Health & Safety at Work etc. Act 1974**

### **2. Purpose of the Policy**

To provide a clear and practical framework for safeguarding and risk assessment for all fundraising activities carried out by students under the WOHAA programme. The policy ensures that:

- Students are protected from harm during fundraising
- Events are inclusive, well-supervised, and risk-aware
- Charity and school reputations are safeguarded
- Legal and educational responsibilities are fulfilled

### **3. Scope**

This policy applies to:

- All student participants (typically aged 13–18)

- Teachers, school staff, and parents involved in supervision
- WOHAAs mentors, staff, and volunteers
- External facilitators or venue hosts associated with events

#### 4. Safeguarding Responsibilities

Role	Responsibilities
<b>WOHAA Safeguarding Lead</b>	Oversees safeguarding protocols and is the main contact for concerns
<b>Students</b>	Follow guidance, report risks or concerns, and act responsibly
<b>Mentors &amp; WOHAAs Staff</b>	Support students, conduct checks on plans, and attend events where needed
<b>Parents/Guardians</b>	Provide emergency contact info, supervise where applicable
<b>Schools</b>	Support safe participation in school-based activities

#### 5. WOHAAs Safeguarding Measures

WOHAAs commits to the following measures to ensure safe participation in fundraising:

- **Supervision:**
  - In-school events follow school safeguarding policies
  - Off-site activities to have adult supervision or permission (parent)
  - WOHAAs-led events will have a **Designated Safeguarding Lead** and **First Aider** present at all times
- **Event Registration Requirements:**
  - Students must **register events with WOHAAs in advance**
  - Emergency contact details are required for all participants
  - Any medical, access, or support needs must be disclosed in advance
- **Risk Assessments:**
  - Every event must be supported by a **written risk assessment**
  - WOHAAs provides training and templates to help students identify and mitigate hazards
  - Activities will be reviewed by mentors or staff before approval
- **Inclusion:**
  - Reasonable adjustments will be made to ensure students with SEND or other needs can participate
  - Activities must comply with **the Equality Act 2010** and WOHAAs's **ethos**

- **Online & Public Engagement Safety:** *(Updated for Online Safety Act 2024)*
  - All digital fundraising must use **secure and regulated platforms**
  - Students must not share personal information with donors or the public
  - All digital communications should be respectful and monitored where necessary
  - Staff and students are encouraged to report any **online harms, bullying, or unsafe contact** immediately

## 6. Responding to Safeguarding Concerns

If a student feels unsafe, experiences inappropriate behaviour, or witnesses a safeguarding concern, they should immediately contact:

- Their teacher or parent/guardian
- A WOHA mentor or the WOHA Safeguarding Lead

All concerns will be handled discreetly and urgently. Where necessary, WOHA will refer concerns to:

- **School Designated Safeguarding Leads (DSLs)**
- **Local Authority Designated Officers (LADO)** or
- **Police / Children's Social Care Services**, depending on severity

**All staff and mentors are trained in current safeguarding practices, including digital safeguarding.**

## 7. Monitoring and Review

This policy will be reviewed annually or after any reported incident. Feedback from students, schools, and WOHA staff will help inform changes. The next review is scheduled for **August 2026**.

## 8. Key Contact

### **WOHA Designated Safeguarding Lead:**

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### **Wings of Hope Charity Office**

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