



**INTERNATIONAL CENTRE  
UKRAINIAN HOUSE UK**

# **International Centre Ukrainian House UK CIC**

## **Safeguarding Adults Policy**

**Policy Owner:** Ruslan Panchyshyn

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**Next Review Date:** 4 September 2027

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## Our Mission

The mission of **International Centre Ukrainian House UK – CIC** is to create an inclusive environment where the Ukrainian community in Greater Manchester can access cultural, educational, and integration programmes, develop skills, and participate fully in society while being protected from harm.

## Our Impact on the Community

- Improved integration and employability for Ukrainian refugees and migrants
- Increased access to Ukrainian cultural and educational programmes
- Enhanced emotional and social well-being through community events and workshops
- Stronger social connections within the Ukrainian community

## Our Values

- **Support:** Providing assistance, encouragement, and resources to help individuals navigate challenges and achieve their goals.
- **Trust:** Creating an environment of honesty, reliability, and integrity where individuals feel safe and respected.
- **Empathy:** Understanding and sharing others' feelings and experiences with compassion and without judgment.
- **Personal Growth Together:** Fostering individual development within a supportive community focused on mutual empowerment.

## Activities

### 1. Cultural and Educational Programmes

- Courses and events promoting Ukrainian history, language, and culture

- Lectures, seminars, and exhibitions with guest speakers from UK and Ukrainian institutions
- Enhances cultural awareness and preserves Ukrainian heritage within the community

## **2. Integration and Language Support**

- English language classes
- Adaptation workshops to help Ukrainian refugees and migrants integrate into UK society
- Improves employability and practical life skills

## **3. Community Engagement and Well-Being**

- Community events and creative workshops
- Family programmes that build social connections, reduce isolation, and promote emotional well-being
- Strengthens community cohesion and support networks

# **Safeguarding Policy Purpose**

This policy aims to protect individuals—particularly Ukrainian refugees and migrants—from harm when engaging with International Centre Ukrainian House UK – CIC, including:

- Harm caused by staff or personnel associated with the organisation
- Harm caused by the design or implementation of programmes or activities

This policy does not cover wider community safeguarding concerns not involving our organisation or associated personnel.

# **What is Safeguarding?**

Safeguarding is the process of protecting people’s health, wellbeing, and rights to live free from harm, abuse, and neglect. For us, it means ensuring the safety of anyone engaging with our programmes and staff.

## Scope

This policy applies to:

- All staff contracted by International Centre Ukrainian House UK – CIC
- Associated personnel involved in activities (consultants, volunteers, contractors, programme visitors, etc.)

## Policy Statement

We believe every individual has the right to protection from abuse, harm, and exploitation.

We do not tolerate abuse and are committed to:

- Preventing harm
- Encouraging safe reporting
- Responding effectively

We prioritise adult safeguarding, particularly for vulnerable members of the Ukrainian community.

## Prevention

### Organisation Responsibilities:

- Ensure all staff are familiar with this policy and their responsibilities
- Design programmes that minimise harm and safeguard personal information
- Apply stringent safeguarding practices in recruitment and personnel management
- Provide appropriate safeguarding training
- Require and record DBS checks (renewed every five years)
- Consult the Safeguarding Lead if a DBS check raises concerns

### Staff Responsibilities:

- Treat everyone with respect and dignity
- Safeguard all personal and sensitive data (in line with our Privacy Policy)
- Respect privacy and understand vulnerability
- Avoid situations where actions may be misunderstood
- Avoid being alone with vulnerable adults where possible

## **Commitments**

The organisation will:

- Ensure everyone understands how to raise safeguarding concerns
- Respond promptly to concerns and respect adult views unless there are overriding risks
- Maintain detailed, secure records of safeguarding cases
- Use safe recruitment to prevent unsuitable individuals from working with adults
- Share concerns with appropriate external bodies (DBS, police, local authorities)
- Review actions annually and revise policy every two years or when legislation changes

## **Enabling Reports**

We provide accessible, safe ways to report concerns to both staff and the communities we serve. Complaints may also come from:

- The public
- Partners
- Official bodies

All concerns will be reviewed by at least two trustees to ensure a fair and appropriate response.

#### **How to Report a Safeguarding Concern:**

Staff and volunteers should report immediately to: **The Safeguarding Lead**

## **Breach of Policy**

- **Staff:** Any breach may be considered gross misconduct and subject to disciplinary action or dismissal
- **Volunteers/Associated Personnel:** The relationship with the organisation may be terminated

## **Implementation**

International Centre Ukrainian House UK – CIC commits to:

- Clear safeguarding accountability structure
- Access to legal and professional safeguarding advice
- Regular reports on safeguarding issues and actions
- Procedures to handle concerns of abuse or poor practice
- Collaborative work with other organisations
- Safeguarding-specific risk assessments
- Supporting policies and procedures aligned with this policy

## **Safeguarding Adults Legislation**

Our policy aligns with UK safeguarding frameworks:

- Human Rights Act 1998
- Data Protection Act 2018
- General Data Protection Regulations (GDPR) 2018

**England – Care Act 2014 Key Principles:**

- Empowerment – Supporting informed decisions
- Prevention – Acting before harm occurs
- Proportionality – Responding appropriately to risk
- Protection – Supporting those in need
- Partnership – Working with communities
- Accountability – Transparency in actions

**How to Report a Safeguarding Concern:**

Staff, volunteers, or community members should report any safeguarding concerns directly to:

**Ruslan Panchyshyn**  
CEO & Safeguarding Lead

**International Centre Ukrainian House UK CIC**