



## Marshall Creative Safeguarding Policy

### 1. Purpose and Scope

Marshall Creative is dedicated to providing a safe and secure environment for our employees, clients, partners, and all individuals associated with our operations. This Safeguarding Policy is designed to outline our commitment to preventing harm, protecting vulnerable individuals, and creating a culture of safety and well-being.

### 2. Safeguarding Objectives

- **Prevention of Harm:** Our primary objective is to prevent harm and protect individuals from any form of abuse, discrimination, harassment, or unsafe conditions within the workplace.
- **Awareness and Education:** We strive to create awareness among our employees about safeguarding issues and provide appropriate training to ensure they are equipped to recognize, report, and respond to any safeguarding concerns.
- **Compliance:** Marshall Creative is committed to complying with all relevant laws, regulations, and industry standards related to safeguarding.

### 3. Responsibilities

- **Leadership Commitment:** The leadership team at Marshall Creative is committed to promoting a culture of safeguarding and will provide the necessary resources, support, and guidance to ensure the effective implementation of this policy.
- **Employee Duty:** All employees are responsible for creating and maintaining a safe environment. They are encouraged to report any concerns promptly and are assured that such reports will be treated with the utmost confidentiality.

### 4. Risk Assessment and Management

We conduct regular risk assessments to identify potential safeguarding risks within our operations. Appropriate measures will be implemented to manage and mitigate these risks to ensure the safety and well-being of all individuals associated with Marshall Creative.

### 5. Reporting Mechanisms

We have established clear reporting mechanisms to encourage the timely reporting of safeguarding concerns. Employees, clients, and any other stakeholders are encouraged to report any suspected or witnessed safeguarding issues without fear of retaliation.



## 6. Confidentiality and Privacy

All safeguarding concerns will be treated with the utmost confidentiality. Information will only be shared with those who have a legitimate need to know, and steps will be taken to protect the privacy of individuals involved.

## 7. Training and Awareness Programs

To ensure that our employees are well-informed and capable of addressing safeguarding issues, Marshall Creative provides regular training and awareness programs. This includes educating employees on recognizing signs of abuse, discrimination, or harassment and providing guidance on appropriate reporting procedures.

## 8. Investigation and Response

Any reported safeguarding concerns will be promptly and thoroughly investigated. Appropriate actions will be taken to address the concerns, protect the individuals involved, and prevent recurrence.

## 9. Continuous Improvement

Marshall Creative is committed to continuously reviewing and improving our safeguarding practices. Regular evaluations, feedback mechanisms, and updates to training programs will be conducted to ensure the ongoing effectiveness of our safeguarding measures.

## 10. Review and Revision

This Safeguarding Policy will be reviewed periodically to ensure its continued relevance and effectiveness. Necessary revisions will be made to adapt to changes in laws, regulations, and industry best practices.

This Safeguarding Policy reflects Marshall Creative's dedication to creating a safe and secure environment for all individuals associated with our operations, fostering a workplace culture that prioritizes well-being and prevents harm.

Signed  
Darren Marshall [DIRECTOR]

21st Jan 2024