



**LEEDS
WOOD
RECYCLING**

Safeguarding policy

Safeguarding is the protection of people's well-being, health and human rights, allowing them to live safely without neglect, harm or abuse. The Company expects all employees to understand, recognise and report any suspected or actual abuse in line with our safeguarding policies and procedures. Abuse and neglect can take many forms and can be unintentional. It can include physical, sexual, emotional, financial or material, discriminatory and institutional abuse. Abuse of vulnerable people does not have to be deliberate, malicious or planned. It sometimes happens when people are trying to do their best but do not know the right thing to do. Employees have a responsibility and duty of care to the people they care for and support. If you see or are given information that causes you to be concerned about a vulnerable person, you must raise this with Management immediately.