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# Child & Vulnerable Adult Safeguarding Policy

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## 1. Introduction

GRAHAM Facilities Management (the Company) conducts business with public and private organisations and is committed to practices which protect children and vulnerable adults from harm. The safety and protection of children and vulnerable adults is of paramount importance.

Whilst the majority of our staff (including contractors and agency workers) will not come into contact with children and vulnerable adults as part of their job, the Company has a link with education providers that may result in staff being in the proximity of children or vulnerable adults or encountering issues which may affect or impact upon children or vulnerable adults.

## 2. Scope & Aim

This policy is aimed at ensuring protection for any children or vulnerable adults that GRAHAM Facilities Management staff may come into contact with.

This policy applies to all GRAHAM Facilities Management staff in the ROI. This includes our employees, contractors, and agency workers engaged on our behalf.

## 3. Our commitments

We will endeavour to safeguard children or vulnerable adults by: -

- Adopting child protection guidelines for staff and for managers
- Sharing information about concerns with people and agencies who need to know
- Following carefully the procedures for recruitment, selection and appropriate clearance of staff who may have contact with children or vulnerable adults
- Providing effective management for staff through training, supervision, and support
- We are also committed to reviewing our policy at regular intervals

## 4. Working with children and vulnerable adults

Where it is proposed that a current or a prospective member of staff will be working in a role where they will be carrying out relevant work or activities relating to children or vulnerable adults, that person will first be subject to Garda Vetting.

The Company will at all times comply with its obligations under the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012-2016. The Company recognises that it is an offence for an organisation or an employer to employ someone to work with children or vulnerable persons without going through the vetting procedures set out in the Acts.