



CIHT Safeguarding Policy

The Chartered Institution of Highways and Transportation acknowledges the duty of care to safeguard and promote the welfare of children and young or vulnerable adults.

We are committed to ensuring our safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice.

We aim to ensure that regardless of age, ability or disability, gender reassignment, race, religion or belief, sex or sexual orientation, or socio-economic background, all children and young or vulnerable adults are protected from all types of harm, abuse or neglect.

We will take all reasonable measures to safeguard the welfare of children and young or vulnerable adults:

- in employment,
- while visiting our offices or premises,
- using our services or coming into contact with our staff or volunteers either face to face or via virtual environments such as websites, social networking and blogging,
- undertaking work experience, internships or apprenticeships,
- participating in open days or educational visits, or
- for any other reason to visit our offices or premises or come into contact with our staff or volunteers.

Children and vulnerable adults

Children are those under 18 years old and those up to 25 with learning difficulties or disabilities.

Vulnerable adults are people aged 18 or over who have learning, physical or mental disability, or illness, or who are or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation.

Safeguarding concerns

Safeguarding concerns may include:

- abuse (physical, sexual, psychological, financial, by neglect or omission);
- discrimination, or
- radicalisation.

Safeguarding measures

To fulfil our duty of care towards the safeguarding and welfare of children and vulnerable adults, we will:

- promote and prioritise the safety and wellbeing of children and vulnerable adults;
- ensure all our trustees, managers, staff, volunteers and ambassadors understand their roles and responsibilities in respect of safeguarding;
- ensure our trustees, managers, staff, volunteers and ambassadors are provided with appropriate training to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and vulnerable adults;



- assess the risks to children or young people on work experience, undertaking internships or apprenticeships in respect of welfare and safeguarding before the placement begins;
- ensure appropriate action is taken in the event of incidents or concerns of abuse and support provided to the individuals who raise or disclose the concern;
- ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored in compliance with data protection law;
- take all reasonable steps to prevent the employment or deployment of unsuitable individuals by ensuring our recruitment, selection and vetting procedures include checks into the eligibility and suitability of appropriate staff and volunteers;
- ensure robust safeguarding arrangements and procedures are in operation.

Policy review

This policy was first agreed in March 2018 and will be reviewed annually, following any safeguarding incidents, or in the event of changes in legislation and or government guidance on safeguarding.