

## SAFEGUARDING POLICY

Practitioner: Tracey Langrill BA (Hons) PGDip(Psych) AdvDip (Couns) MA MSc GMBPS MBACP

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### Safeguarding Policy for Children, Young People, Adults and Vulnerable Adults

Issued by: Tracey Langrill: Sole Trader Counsellor

Date of Review: 2 Mar 2026

Review Date: 1 March 2027

## 1. Policy Statement

TJ Langrill Counselling (Tracey Langrill) is committed to safeguarding and promoting the welfare of children, young people and adults at risk in accordance with UK legislation, local procedures, and national best practice. This policy complies with:

- Children Act 1989 (Revised 2004)
- Working Together to Safeguard Children (2015)
- Care Act 2014, including Chapter 14 Statutory Guidance on Safeguarding
- Safeguarding Vulnerable Groups Act 2006
- Mental Capacity Act 2005
- Devon Children and Families Partnership (DCFP)
- Devon Safeguarding Adults Board (DSAB)
- Adolescent Safety Framework (Devon)

It is applicable to all services delivered by Tracey Langrill, including in-person and online therapy. It also applies regardless of whether the service user is a child, young person, adult or adult at risk.

## 2. Scope

This policy applies to:

- Children (under 18)
- Young People (16–25)
- Adults and Vulnerable Adults as defined by the Care Act 2014

A vulnerable adult is defined under the Care Act 2014 as an individual aged 18 or over who may be in need of care and support and who may be unable to protect themselves from harm, exploitation, or abuse due to those needs.

### 3. Self-Certification of Compliance

Tracey Langrill confirms that this safeguarding policy:

- Meets or exceeds all requirements outlined in the Devon County Council provider standards.
- Is consistent with national legislation and statutory guidance.
- Is compliant with the multi-agency safeguarding arrangements of DCFP and DSAB.
- Applies to children, young people, adults and vulnerable adults, regardless of the client focus.

### 4. Roles and Responsibilities

As a sole trader, Tracey Langrill is the **Designated Safeguarding Lead (DSL)** and holds full responsibility for:

- Recognising and responding to safeguarding concerns.
- Liaising with local safeguarding agencies.
- Keeping up to date with training and policy developments.
- Reviewing safeguarding processes annually or sooner if required.

### 5. Whistleblowing

As there are no other staff or volunteers, concerns about unsafe or unethical practice by Tracey Langrill, should be reported directly to either of the following professional bodies:

- **British Association for Counselling and Psychotherapy (BACP):**  
<https://www.bacp.co.uk/about-us/protecting-the-public/complaints-and-concerns/>
- **British Psychological Society (BPS):**  
<https://www.bps.org.uk/submitting-complaint>

### 6. Safer Recruitment and Checks

- Tracey Langrill holds a valid **Enhanced Disclosure and Barring Service (DBS)** check for work with **children**.
- No staff or volunteers are employed.
- Should subcontractors ever be used, Tracey Langrill will:
  - Verify Enhanced DBS clearance.
  - Review their safeguarding and training records.
  - Confirm compliance with Devon and national legislation.

## 7. Training

- Tracey Langrill has completed Level 3 safeguarding training.
- Safeguarding training is undertaken every two years or more frequently as needed.
- Training covers both child and adult safeguarding, including contextual safeguarding, mental capacity and whistleblowing.
- All training reflects current guidance from DCFP and DSAB.

## 8. Identifying and Managing Safeguarding Risks

This safeguarding policy is underpinned by the ethical frameworks of both the British Association for Counselling and Psychotherapy (BACP) and the British Psychological Society (BPS).

### Lone Working

- Lone working protocols are followed in all face-to-face and online sessions.
- Emergency contact systems are in place.

### Professional Boundaries

- All therapeutic work adheres to the BACP Ethical Framework.
- Boundaries are regularly reviewed in supervision.

### Risk Assessment

- Potential safeguarding risks are discussed in supervision.
- Initial assessments consider risk to and from the client, including environmental factors (contextual safeguarding).

## 9. Recognising Abuse and Neglect

### Children and Young People:

- Physical, emotional, sexual abuse, neglect
- Child Sexual Exploitation (CSE)
- County Lines
- Online harms and radicalisation
- Domestic abuse and parental substance misuse

### Adults at Risk:

- Physical, emotional, financial or sexual abuse
- Discriminatory, organisational abuse
- Modern slavery

- Self-neglect or neglect by others

## 10. Mental Capacity

In line with the **Mental Capacity Act 2005**:

- Capacity is presumed unless evidence suggests otherwise
- If an adult lacks capacity, decisions will be made in their best interests
- A person may still be at risk even if they have mental capacity

## 11. Safeguarding Procedures

### Immediate Danger

If anyone is at **immediate risk**, dial 999 and request police or ambulance assistance.

### Non-Emergency Referrals

- **Children (Devon Front Door – Single Point of Contact for Safeguarding Concerns):**

Tel: 0345 155 1071

Email: [frontdoorsecure-mailbox@devon.gov.uk](mailto:frontdoorsecure-mailbox@devon.gov.uk)

Out of hours: 0345 600 0388

Note: Devon Multi-Agency Safeguarding Hub (MASH) has been renamed Devon Front Door. This service acts as the first point of contact for all safeguarding concerns about children and young people in Devon.

- **Adults (Devon Safeguarding Adults Team):**

Tel: 0345 1551 007

Email: [safeguardingadultsteamsecure-mailbox@devon.gov.uk](mailto:safeguardingadultsteamsecure-mailbox@devon.gov.uk)

### Confidentiality and Data Protection

Information will only be shared without consent if:

- Someone is at risk of serious harm
- A crime has been committed
- Sharing is required by law

All records are stored securely and handled in line with the **General Data Protection Regulation (GDPR)**.

## Recording and Logging

- All concerns are documented factually, dated and signed
- Records are stored confidentially and reviewed in supervision

## 12. Allegations Against Professionals

If an allegation is made against Tracey Langrill:

- The matter will be reported immediately to the **Local Authority Designated Officer (LADO)**  
Tel: 01392 384964  
Email: ladosecure-mailbox@devon.gov.uk
- Both professional bodies will be informed:
  - **BACP Professional Conduct Team**
  - **NCPS Complaints and Conduct Team**
- Work with the client will be suspended pending investigation.

## 13. Contextual Safeguarding

Tracey Langrill recognises that abuse may occur in the wider context beyond the family (e.g. school, peer group, online). The **Adolescent Safety Framework** provided by DCFP is used to:

- Assess risk in the child's environment
- Identify patterns of vulnerability
- Inform appropriate safeguarding responses

More information: <https://www.dcfp.org.uk/training/adolescent-safety-framework/>

## 14. Communication of Policy

- Clients are informed of this policy at the contracting stage.
- A copy is available on request.
- Any future staff or subcontractors will receive this policy upon onboarding.

Tracey Langrill follows secure online working protocols, including encrypted communication platforms, password-protected files and informed client consent for remote sessions. She is registered with the Information Commissioner's Office (registration number **ZB876417**).

If Tracey is unavailable and an urgent safeguarding concern arises, clients are advised to contact Devon Front Door or the police directly.

## 15. Review Process

This policy will be reviewed:

- Annually
- Following any safeguarding incident
- When legislation or guidance is updated

## 16. Confirmation of Enhanced DBS

Tracey Langrill confirms that:

- A valid Enhanced DBS certificate is held for work with children
- This certificate enables work with children. If working with adults at risk, I will take additional safeguarding precautions and consult with the Devon Safeguarding Adults Board where appropriate

Signed:

Tracey Langrill PGDip(Psych) AdvDip (Couns) MA MSc MBACP MNCPS (Acc.)

Integrative Counsellor / Sole Trader

**Date:** 2 March 2026