

Safeguarding Policy

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

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Issued by: Tracey Langrill, TJ Langrill Counselling

Date of Review: 1 October 2026

Review Date: 30 September 2027

1. POLICY STATEMENT

TJ Langrill Counselling (Tracey Langrill) is fully committed to safeguarding and promoting the welfare of children, young people, adults, and vulnerable adults in accordance with UK legislation, statutory guidance, and local Devon multi-agency safeguarding protocols. This policy complies with:

- Children Act 1989 and 2004
- Working Together to Safeguard Children 2026 (Statutory Guidance)
- Care Act 2014 (including Chapter 14 Safeguarding Statutory Guidance)
- Safeguarding Vulnerable Groups Act 2006
- Mental Capacity Act 2005
- UK General Data Protection Regulation (UK GDPR) & Data Protection Act 2018
- Devon Safeguarding Children Partnership (DSCP)
- Torbay and Devon Safeguarding Adults Partnership (TDSAP)
- Adolescent Safety Framework (Devon)

This policy applies to all therapeutic services delivered by Tracey Langrill, including face-to-face sessions, online/remote therapy, and Animal Assisted Therapy.

2. SCOPE AND DEFINITIONS

This policy applies to all client groups, including:

- **Children (under 18 years):** Consent, confidentiality and parental involvement are considered according to age, understanding, capacity and safeguarding needs. Gillick competence is considered for under-16s; the Mental Capacity Act 2005 applies from age 16.
- **Young Adults (16–25 years):** Addressing transitional safeguarding requirements.
- **Adults at risk:** People aged 18 or over who have care and support needs, are experiencing or at risk of abuse or neglect, and, because of those needs, cannot protect themselves against that abuse or neglect.

3. ROLES AND RESPONSIBILITIES

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

- Recognising and taking prompt action on all safeguarding concerns.
- Liaising with local statutory safeguarding bodies (Devon Front Door / Adult Safeguarding Team).

- Maintaining up-to-date safeguarding knowledge and Level 3 training.
- Reviewing safeguarding procedures annually or immediately following any critical incident or legal change.

4. WHISTLEBLOWING AND PROFESSIONAL STANDARDS

As a sole practitioner with no employees, concerns or complaints regarding unsafe, unethical, or unprofessional practice by Tracey Langrill should be reported directly to professional bodies:

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

5. SAFER RECRUITMENT AND DBS CHECKS

- Tracey Langrill holds a valid Enhanced Disclosure and Barring Service (DBS) check with Barred List checks for work with both children and adults.
- No staff or volunteers are employed. If subcontractors or associate therapists are ever engaged, full Enhanced DBS verification, safeguarding training compliance, and statutory alignment with Devon protocols will be verified prior to onboarding.

6. TRAINING

- Tracey Langrill maintains valid Level 3 Safeguarding Training (Child and Adult).
- Formal refresher training is completed every two years, supplemented by continuous professional development (CPD) in contextual safeguarding, mental capacity, online harms, and trauma-informed care.
- All training reflects the current multi-agency guidance of DSCP and TDSAP.

7. IDENTIFYING AND MANAGING SAFEGUARDING RISKS

This policy is underpinned by the BACP Ethical Framework for the Counselling Professions.

- **Lone Working:** Clear lone-working safety protocols and emergency notification systems are maintained for face-to-face and online sessions.
- **Professional Boundaries:** Boundaries are strictly held and regularly reviewed within monthly qualified clinical supervision.
- **Contextual Safeguarding:** Assessments evaluate risks within environmental contexts (e.g., peer groups, schools, online environments, family dynamics).

8. RECOGNISING ABUSE AND NEGLECT

- **Children and Young People:** Physical abuse, emotional abuse, sexual abuse, neglect, Child Sexual Exploitation (CSE), Child Criminal Exploitation (CCE / County Lines), online harms, radicalisation, domestic abuse (including coercive control), and parental substance misuse.
- **Adults at Risk:** Physical, emotional, financial, sexual, discriminatory, or organisational abuse, modern slavery, self-neglect, or neglect by carers/others.

9. MENTAL CAPACITY

In accordance with the Mental Capacity Act 2005:

- Capacity is presumed unless established otherwise and is assessed for the particular decision at the relevant time. Where a person lacks capacity for that decision, any decision made on their behalf must follow the Mental Capacity Act, including its best-interests and least-restrictive principles.
- An adult with capacity may still require safeguarding support where coercion, undue influence, or severe harm exists.

10. SAFEGUARDING PROCEDURES & CONTACT DETAILS

I will listen carefully, avoid leading questions or investigating the allegation, record the concern accurately and assess whether immediate action is needed. I will contact the appropriate safeguarding service, follow its referral procedure and follow up if concerns remain.

IMMEDIATE DANGER: If a child or adult is at immediate risk of harm, dial **999** for Police or Ambulance emergency services.

CHILD SAFEGUARDING REFERRALS (Devon Front Door): Devon's Children's Front Door incorporates the Multi-Agency Safeguarding Hub (MASH) and receives requests for support and child safeguarding concerns:

- **Telephone:** 0345 155 1071
- **Online Request for Support:** <https://www.devonscp.org.uk/make-a-request-for-support/professionals-practitioners/>
- **Out of Hours / Emergency Duty Team:** 0345 600 0388

ADULT SAFEGUARDING REFERRALS (Devon Adult Social Care):

- **Telephone:** 0345 155 1007
- **Email:** adultsc.safeguardingadultservices-mailbox@devon.gov.uk
- **Out of Hours:** 0345 600 0388

Confidentiality, Data Protection, and Legal Bases

Confidentiality is a fundamental principle of counselling. However, safeguarding overrides confidentiality where necessary to protect life or prevent serious harm. Information sharing without client/parent consent occurs when:

- A child or adult at risk is in danger of significant harm or abuse.
- It is legally required to prevent or report serious crime (e.g., terrorism, money laundering).
- A court order requires disclosure.

I handle safeguarding information in accordance with UK data protection law. Where appropriate and safe, I will discuss concerns with the person involved and seek their agreement before sharing information. However, I may share information without consent where this is necessary and lawful to protect a child or adult from harm, or where disclosure is required by law.

I share only the information needed with those who need it to help protect the person. I record the concern, the action taken, and the reasons for any decision to share (or not share) information.

Record Keeping

All safeguarding concerns, disclosures, and actions taken are recorded factually, dated, and stored securely in password-protected client folders. Records for adult clients are retained for 7 years post-therapy. Records for child clients (U18) are retained until the client's 25th birthday (or 26th birthday if aged 17 at completion).

11. ALLEGATIONS AGAINST PROFESSIONALS (LADO)

If an allegation of a safeguarding nature is made against Tracey Langrill regarding work with a child or young person, the matter must be reported immediately to the Local Authority Designated Officer (LADO):

- **Devon LADO Contact:** 01392 384964
- **Email:** childsc.localauthoritydesignatedofficersecure-mailbox@devon.gov.uk

- **Professional Bodies:** BACP Professional Conduct Team.

12. CONTEXTUAL SAFEGUARDING & ADOLESCENT SAFETY

Tracey Langrill incorporates the Devon Adolescent Safety Framework (ASF) to assess and respond to extra-familial risks (such as peer exploitation, school-based harms, or online grooming) experienced by young people.

13. CLINICAL WILL AND UNPLANNED ABSENCE

In accordance with professional body requirements, a named Therapeutic Executor (a qualified, registered colleague bound by strict professional confidentiality) is appointed. In the event of Tracey Langrill's unexpected death or sudden severe incapacitation, the Therapeutic Executor will securely access client contact details to notify clients/parents and manage any ongoing safeguarding needs.

14. REVIEW PROCESS

This policy is reviewed annually or sooner if prompted by statutory guidance revisions, local DSCP and TDSAP policy updates, or operational incidents.

Signed: Tracey Langrill BA (Hons) PGDip (Psych) AdvDip (Couns) MA MSc GMBPsS MBACP

Role: Integrative Counsellor / Sole Trader / Designated Safeguarding Lead

Date: 1 October 2026 | **Next Review Date:** 30 September 2027

GLOSSARY

ASF: Adolescent Safety Framework (Devon)
 CCE: Child Criminal Exploitation (including County Lines)
 CPD: Continuing Professional Development
 CSE: Child Sexual Exploitation
 DBS: Disclosure and Barring Service
 DSCP: Devon Safeguarding Children Partnership
 DSL: Designated Safeguarding Lead
 LADO: Local Authority Designated Officer
 MASH: Multi-Agency Safeguarding Hub, incorporated into Devon's Children's Front Door
 TDSAP: Torbay and Devon Safeguarding Adults Partnership