

Safeguarding Statement

Our commitment to protecting children and young people from harm

OUR COMMITMENT The safety, welfare, dignity and rights of every child and young person are central to HH Training Network.

Safeguarding is everyone's responsibility. HH takes concerns seriously, listens carefully and acts without unnecessary delay when a child or young person may be at risk of abuse, neglect, exploitation or other harm.

Who this statement applies to

This public statement applies across HH Mental Health Nursing Services, HH Swim School, online and face-to-face appointments, training, events, resources and any work carried out by employees, contractors, volunteers or partner professionals on behalf of HH.

What safeguarding means at HH

Preventing harm Creating services, environments and working practices that reduce foreseeable risks and support children to feel safe, respected and heard.	Recognising concerns Remaining alert to signs, disclosures, behaviour or information that may indicate abuse, neglect, exploitation, bullying, unsafe care or significant risk.
Responding promptly Taking proportionate action, seeking advice and referring concerns to police, social work, health services or another appropriate agency when required.	Learning and improving Recording decisions, reviewing incidents and concerns, maintaining training and strengthening systems when learning identifies a need for change.

Concerns may include

- Physical, sexual or emotional abuse; neglect; domestic abuse; harmful sexual behaviour; exploitation; trafficking; bullying or online harm.
- Self-harm, suicidal thoughts, serious mental-health deterioration, unsafe caregiving, missing-child concerns or risks arising from another person's behaviour.
- Discrimination, restraint, degrading treatment, inappropriate boundaries, photography or communication, or a breach of trust by an adult in a position of responsibility.
- Any pattern, disclosure or professional concern suggesting that a child or young person may not be safe or may need additional protection.

IMPORTANT HH does not need proof before raising a safeguarding concern.

A reasonable concern is enough to seek advice or share relevant information with an appropriate safeguarding agency. HH does not investigate allegations or decide whether abuse has occurred; that is the role of statutory agencies.

How HH Responds to a Concern

Listen, record, assess, act and follow through

1 Make the situation safe Immediate medical or emergency needs are addressed first. HH will call 999 where there is immediate danger or a life-threatening emergency.	2 Listen and reassure The child or young person is listened to calmly, taken seriously and told that they have done the right thing by speaking. Secrecy is never promised.
3 Record accurately Relevant facts, observations, the person's own words, actions and decisions are recorded promptly, clearly and securely.	4 Assess and seek advice HH considers the nature and urgency of the concern and may consult an appropriate safeguarding, clinical or legal adviser.
5 Refer or share information Relevant information is shared with police, social work, health services, a school safeguarding contact or another suitable agency when necessary and lawful.	6 Review and support HH records the outcome, follows up agreed actions, supports those affected and reviews whether any service or governance changes are needed.

When a child or teenager tells us something worrying

- We will stay calm, listen carefully and use open, non-leading questions only when clarification is necessary.
- We will not ask the child to repeat their account unnecessarily or conduct our own investigation.
- We will explain, in a way they can understand, that information may need to be shared to help keep them or someone else safe.
- Where appropriate and safe, we will involve parents or carers and explain the next steps. We may act without informing a parent first if doing so could increase risk, compromise an investigation or place someone in danger.

CONFIDENTIALITY Confidentiality is important, but safeguarding may require information to be shared without consent.

HH will share only information that is relevant and proportionate for the safeguarding purpose. Decisions, reasons, recipients and actions will be documented. Data-protection law supports necessary information sharing to protect a child from harm.

Concerns about an HH worker or another adult

Any allegation or concern about the conduct, suitability, boundaries or behaviour of an employee, contractor, volunteer or associated professional will be taken seriously. HH may restrict duties, preserve relevant information, seek specialist advice and notify police, social work, Disclosure Scotland, an employer, professional regulator, insurer or another relevant authority where required. Safeguarding action is considered separately from any employment or contractual process.

Safer Services and Clear Accountability

Safeguarding is built into how HH recruits, delivers and reviews services

How HH reduces safeguarding risk

- Safer recruitment, identity and qualification checks, references and PVG Scheme membership for regulated roles where legally required.
- Clear codes of conduct, professional boundaries, supervision, induction, role-specific training and expectations for reporting concerns.
- Risk assessment, attendance and handover arrangements, safe communications, appropriate record keeping and secure information management.
- Consent and privacy arrangements for photography, video, online communication, reports and the sharing of health or support information.
- Incident, complaint and near-miss reporting so that concerns are reviewed and learning is translated into action.

Safeguarding in nursing and swimming services

Mental Health Nursing Services

HH considers safeguarding throughout referral, assessment, risk review, clinical formulation, safety planning, report sharing and follow-up. Urgent risk may require action outside the planned appointment process.

HH Swim School

Safeguarding is supported through controlled arrival and collection, attendance records, poolside supervision, changing-room and photography rules, medical planning, missing-swimmer procedures, inclusion planning and concern escalation.

Raising a safeguarding concern

TAKE ACTION Do not wait for certainty if you are worried that a child or young person may be unsafe.

Immediate danger or life-threatening emergency: call 999.

Concern that a crime may have been committed, without immediate danger: contact Police Scotland on 101 or the relevant local police service.

Child-protection concern: contact the child's local authority social-work service or use the national guidance linked below.

Concern about HH: email G@hhtrainingnetwork.com. If the concern involves the usual HH contact, you may go directly to police, social work, the relevant professional regulator or another appropriate authority.

HH website forms and routine email are not monitored continuously and must not be used for an emergency.

Related HH policies and procedures

This statement is supported by HH's controlled safeguarding, escalation, safer-recruitment, incident, consent, information-governance and risk-management policies and procedures.

Professional and national framework: [Scottish National Child Protection Guidance](#) | [NMC Code](#) | [ICO Safeguarding Information Sharing Guide](#)

Further information: [Report a child-protection concern in Scotland](#) | [Disclosure Scotland PVG Scheme](#)