PINEAPPLE PARTNERS

Safeguarding Children and Young People Policy

Title of Policy Document **Issue Date and Version**	Safeguarding Children and Young People January 2026 (Version 1)
Author / Department	Executive Management Team
Signed off by	 Director
Next review date	January 2027
Distribution	All services
First issue date	January 2026

1. Why we have this policy

Pineapple Partners supplies temporary staff into care services, kitchens, warehouses and offices. Some client settings bring our workers into contact with children and young people, for example catering in schools and colleges, or care services supporting young people. Everyone under 18 is a child in law, and their safety comes before any placement, any fee and any commercial relationship. This policy explains what we do to keep children safe, what we expect of the people we place, and exactly what happens when a concern is raised.

2. Who and what this covers

The policy applies to our directors and office staff, to every candidate we register, and to every worker we place, whether on a temporary assignment or into a permanent role. It covers the whole of our work: advertising, registration, vetting, placement, and everything we learn about a worker after they start.

3. The rules we work to

Our approach follows the legal and statutory framework for safeguarding in England, including the Children Acts 1989 and 2004, the Safeguarding Vulnerable Groups Act 2006, the Protection of Freedoms Act 2012, Working Together to Safeguard Children, and, for any placement into an education setting, Keeping Children Safe in Education. Where we supply into Wales, Scotland or Northern Ireland we follow the equivalent national guidance.

4. What abuse looks like

Staff and placed workers are trained to recognise the main categories of harm: neglect, physical abuse, sexual abuse and exploitation, and emotional abuse. We also make sure people understand the wider risks that safeguarding partners watch for, including domestic abuse in a young person's life, radicalisation and the Prevent duty, child criminal and sexual exploitation, so-called honour-based abuse, forced marriage, female genital mutilation, and online harms. A concern does not need to fit neatly into a category to be worth reporting. If something feels wrong, it gets raised.

5. Safer recruitment: our checks

No candidate is put forward for work in a setting with children until we have completed: verified identity and right to work; a full employment history with any gaps explained; a minimum of two references, confirmed by us directly with the referee and covering the most recent five years; an enhanced DBS check with a children's barred list check where the role is regulated activity; and confirmation of qualifications relevant to the role. We tell the client exactly which checks are complete and which are pending, and we never describe a candidate as fully vetted when they are not.

It is a criminal offence for a barred person to seek work in regulated activity with children. If we discover that an applicant is barred, or that they have provided false vetting information, we will refuse registration and report the matter to the Disclosure and Barring Service and, where appropriate, the police.

6. Expectations of the people we place

- Follow the client's own safeguarding and child protection procedures from day one, including their staff code of conduct.
- Complete the client induction and know who the setting's Designated Safeguarding Lead is.
- Keep professional boundaries with children and young people at all times, including online and on social media.
- Never be alone with a child away from normal working areas without the client's knowledge.
- Report any concern about a child's welfare immediately, to the setting's DSL and to us.

7. Raising a concern

Any concern about the welfare of a child, whether it involves one of our workers or not, must be reported at once. Placed workers report to the client setting's Designated Safeguarding Lead and inform our Safeguarding Lead the same day. Our own staff report directly to the Safeguarding Lead, Mathew Vandermotten, on 0161 524 1715 or info@cucumber-operations.co.uk. Out of hours, the same number reaches our on-call cover. If a child is in immediate danger, call 999 first and tell us afterwards.

We record every concern, act on it without delay, and cooperate fully with the client, the local authority and the police. We never investigate allegations ourselves ahead of the statutory agencies, and we never promise a child or a reporter absolute secrecy, information is shared with the people who need it to keep a child safe, and no further.

8. Allegations against a worker we have placed

If an allegation is made against a worker we supplied, we have a legal duty to work with the client and the Local Authority Designated Officer (LADO). We will not move the worker quietly to another client, suspend our own judgement in favour of the statutory process, and refer the person to the DBS if we withdraw them because they harmed or posed a risk of harm to a child, or would have done so had they not resigned first. Referral in those circumstances is a legal duty, not a choice.

Workers who are subject to an allegation will be told what is alleged as soon as the statutory agencies allow, offered a point of contact, and treated fairly throughout. Suspension from assignment is a neutral act that protects everyone while the facts are established.

9. Training and oversight

Our office staff complete safeguarding training on joining and refresh it annually. Candidates placed into settings with children are briefed on their safeguarding duties before their first assignment. The Safeguarding Lead reviews all concerns, referrals and outcomes, and reports to the board yearly. This policy is reviewed annually or immediately after any incident, legal change or lesson learned.

10. Useful references

- Working Together to Safeguard Children — www.gov.uk/government/publications/working-together-to-safeguard-children--2
- Keeping Children Safe in Education — www.gov.uk/government/publications/keeping-children-safe-in-education--2
- Children and Families Act 2014 — www.legislation.gov.uk/ukpga/2014/6/contents/enacted
- Protection of Freedoms Act 2012 — www.legislation.gov.uk/ukpga/2012/9/contents/enacted
- Safeguarding Vulnerable Groups Act 2006 — www.legislation.gov.uk/ukpga/2006/47/contents
- NSPCC helpline 0808 800 5000 — www.nspcc.org.uk