



Property | Maintenance | Fire Safety | Electrical

SAFEGUARDING POLICY

Working safely in occupied and residential settings

GND Properties NE Limited | GND Maintenance Limited
1g Brighthouse Road, Middlesbrough, TS2 1RT
01429 450457 | hello@gndproperties.co.uk

Document control

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Policy statement

GND Group works in occupied homes, managed accommodation and residential blocks, where our people may come into contact with children and adults who may be at risk. We are committed to carrying out our work in a way that keeps those people safe and recognises and reports concerns appropriately.

This policy sets out how we protect those we come into contact with and how our people should conduct themselves.

Our commitments

- treat all residents and occupants with respect and protect their privacy and dignity;
- ensure our people conduct themselves professionally in occupied settings at all times;
- obtain appropriate background checks, including DBS checks where the nature of the work requires it;
- recognise the signs of abuse or neglect and know how to report a concern;
- never ignore a safeguarding concern.

Code of conduct in occupied settings

- carry identification and explain who you are and why you are there;
- respect the home and the occupant, and keep to the area of work;
- do not become involved in residents' personal affairs and do not accept or request anything beyond the agreed work;
- if a resident appears vulnerable, confused or at risk, withdraw appropriately and report it.

Recognising and reporting concerns

If an employee witnesses, suspects or is told about abuse or neglect of a child or adult at risk, or has any safeguarding concern, they must report it immediately to the Managing Director. Urgent concerns about someone in immediate danger should be reported to the emergency services. Concerns are recorded and, where appropriate, referred to the local authority safeguarding team.

Responsibilities

Overall responsibility for this policy rests with the Managing Director, Raheel Deen. Day-to-day responsibility is delegated to Harry Fodden. All employees and subcontractors are responsible for being alert to safeguarding concerns and reporting them without delay.

This policy is communicated to all employees and is available to clients, subcontractors and other interested parties on request. It is reviewed at least annually and following any relevant change in law or circumstances.

Raheel Deen	10.6.26
Signed	Date
Raheel Deen	Managing Director, GND Group