

6. Our safeguarding policy

To date, we work with people aged 18+ who are not considered at risk. Our work typically takes place online. The following principles apply to everyone working with our organisation.

- Treat all participants with equal respect and dignity;
- Always work in an open and transparent environment with participants;
- Maintain a safe and appropriate relationship with participants;
- Maintain up-to-date insurance policies and checks;
- Be aware of the developmental needs and capacity of participants;
- Recognise that **it is not** the responsibility of staff, contractors or volunteers to determine if abuse has taken place, but **it is** their responsibility to act upon and report any concerns to the designated safeguarding officer: Leila Rasheed, at hello@megaphonewrite.com

We expect everyone who represents us to have read, understood and adhere to this policy and its related procedures.