



## HATFIELD MASJID & ICC

# SAFEGUARDING POLICY

Dec 2025

### Introduction

Hatfield Masjid & Islamic Cultural Centre is committed to ensuring the safety and well-being of all children, young people, and vulnerable adults who engage with the mosque's activities. This Safeguarding Policy outlines our approach to safeguarding and child protection, aiming to provide a safe and supportive environment for all members of our community. As of yet there is no permanent establishment in place, this group usually hires a hall for the purpose of Friday prayers (Jummah) and the evening prayers during the holy month of Ramadhan (Terewih). All children under the age of 18 will be accompanied by a parent or legal guardian.

### Purpose of the Policy

This policy aims to:

- Protect children and vulnerable adults from harm, abuse, and neglect.
- Provide clear guidelines for staff, volunteers, and members on how to recognize and respond to concerns of abuse or neglect.
- Ensure that all members of the mosque are aware of their roles and responsibilities in safeguarding.
- Foster an environment where children and vulnerable adults feel respected, valued, and safe.

### Scope

This policy applies to:

- All staff, volunteers, and contractors working with children and vulnerable adults within the mosque.
- All activities involving children and vulnerable adults, including educational programmes, events, and trips.

All members of the mosque community.





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### Key Principles

1. **Safeguarding is Everyone's Responsibility:** We believe that safeguarding is a shared responsibility. Everyone at the mosque, including staff, volunteers, and members, has a role in ensuring the safety and protection of children and vulnerable adults.
2. **Children's Rights:** We are committed to upholding the rights of children and young people as outlined in the UN Convention on the Rights of the Child.
3. **Zero Tolerance for Abuse:** Any form of abuse or harm, whether physical, emotional, sexual, or neglect, is unacceptable and will not be tolerated.
4. **Confidentiality and Transparency:** We will handle all safeguarding concerns with the utmost confidentiality, sharing information only with those who need to know in order to protect individuals or prevent harm.

### Safeguarding Responsibilities

- **Designated Safeguarding Lead (DSL):** The mosque has appointed a Designated Safeguarding Lead who is responsible for ensuring the implementation of this policy, managing safeguarding concerns, and liaising with external agencies where necessary.
  - Name: Muhammad Joglu

Contact Details: 07966 040262
- **Deputy Designated Safeguarding Lead (DDSL):** In the absence of the DSL, the Deputy Designated Safeguarding Lead will assume responsibility for safeguarding matters.
  - Name: Ikram Joglu
  - Contact Details: 07985 181345







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### Safeguarding Procedures

1. **Recognising Abuse:** Staff and volunteers are trained to identify the signs of abuse, which include but are not limited to:
  - Physical signs of injury or neglect.
  - Emotional or behavioural changes.
  - Unexplained absences from mosque activities.
  - Disclosure by a child or vulnerable adult of abuse or harm.
2. **Reporting Concerns:** If any staff member, volunteer, or community member has concerns about a child or vulnerable adult's safety or well-being, they must report it immediately to the DSL or DDSL. Concerns will be taken seriously and responded to promptly.
  - **Reporting Steps:**
    - Record the concern accurately, including the date, time, and nature of the concern.
    - Report the concern to the DSL or DDSL as soon as possible.
    - If necessary, the DSL will escalate the concern to local authorities or safeguarding agencies.
3. **Responding to Allegations:** If an allegation of abuse is made against a member of staff, volunteer, or another individual at the mosque, the following steps will be taken:
  - The DSL will conduct a thorough and confidential investigation.
  - If necessary, external authorities such as the police or social services will be contacted.
  - The individual against whom the allegation is made will be informed of the concern and the process being followed.





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### Staff and Volunteer Training

All staff and volunteers at the mosque who work with children or vulnerable adults must undergo safeguarding training to ensure they understand:

- The safeguarding policy and procedures.
- How to recognise signs of abuse and neglect.
- How to report safeguarding concerns.

Training will be provided on an annual basis or as required.

### Code of Conduct

All staff and volunteers are expected to adhere to the following code of conduct:

- Treat all children, young people, and vulnerable adults with respect, dignity, and care.
- Avoid situations where they are alone with a child or vulnerable adult.
- Not engage in any form of physical, emotional, or sexual abuse.
- Maintain appropriate boundaries at all times.

### Safer Recruitment

The mosque follows a robust recruitment process to ensure that all staff and volunteers are suitable to work with children and vulnerable adults:

- All applicants must undergo an enhanced Disclosure and Barring Service (DBS) check.
- References will be taken up for all staff and volunteers.
- All staff and volunteers will receive safeguarding training.







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### Monitoring and Review

This policy will be reviewed annually by the mosque's Safeguarding Committee to ensure that it remains up-to-date and effective. Any necessary amendments will be made to reflect changes in legislation, best practices, or mosque activities.

### Contact Details

For more information on safeguarding at Hatfield Masjid & Islamic Cultural Centre or to report a concern, please contact:

- Designated Safeguarding Lead (DSL): 07966 040262
- Deputy DSL: 07985 181345
- Local Authority Safeguarding Contact:
  - For Adult's: 0300 123 4042
  - For Under 18's: 0300 123 4043

If anyone is in danger and needs immediate protection you should call the Police on 999

