

Safeguarding Policy – Holla Workshops

Last updated: March 13, 2026

1. Introduction

Holla Workshops is committed to creating a safe and supportive environment for all participants. We believe that everyone has the right to feel safe and protected from harm, abuse, or exploitation.

This safeguarding policy outlines our commitment to protecting children, young people, and vulnerable adults who participate in our workshops and activities.

2. Our Commitment

Holla Workshops will:

- Promote the safety and wellbeing of all participants
- Take all safeguarding concerns seriously
- Respond promptly and appropriately to concerns or allegations
- Provide a safe environment during workshops and events
- Ensure all facilitators understand their safeguarding responsibilities

3. Scope

This policy applies to:

- Workshop facilitators
- Staff
- Volunteers
- Contractors working with Holla Workshops
- Anyone representing Holla Workshops in workshops or events

4. Definitions

Safeguarding refers to protecting people's health, wellbeing, and human rights, enabling them to live free from harm, abuse, and neglect.

This policy particularly applies to:

- Children and young people (under 18 years old)
- Vulnerable adults, including individuals who may require additional support due to disability, age, illness, or other circumstances.

5. Types of Abuse

Abuse can take many forms, including but not limited to:

- Physical abuse
- Emotional or psychological abuse
- Sexual abuse
- Neglect
- Financial or material abuse
- Bullying or harassment
- Online abuse

Holla Workshops takes all forms of abuse seriously.

6. Safeguarding Responsibilities

All individuals working with Holla Workshops must:

- Treat all participants with respect and dignity
- Avoid behaviour that could be misinterpreted as inappropriate
- Act immediately if they believe someone may be at risk of harm
- Report safeguarding concerns promptly

7. Reporting Concerns

If a safeguarding concern arises during a workshop or related activity:

1. Ensure the immediate safety of the individual involved.
2. Record the concern clearly, including dates, times, and details.
3. Report the concern to the designated safeguarding lead or organiser at Holla Workshops.
4. If there is an immediate risk of harm, contact emergency services.

All concerns will be handled sensitively and confidentially.

8. Confidentiality

Information about safeguarding concerns will only be shared with those who need to know in order to protect the individual involved or meet legal obligations.

9. Safer Working Practices

Holla Workshops aims to maintain safe environments by:

- Encouraging open communication
- Maintaining appropriate boundaries between facilitators and participants
- Avoiding situations where a facilitator is alone with a child where possible
- Ensuring parents or guardians are aware of activities involving children

10. Online Safety

Where workshops or communications occur online:

- Appropriate online conduct must be maintained
- Communication should occur through official channels
- Personal contact information should not be shared unnecessarily

11. Policy Review

This policy will be reviewed periodically to ensure it remains effective and aligned with safeguarding best practices.

12. Contact

If you have any safeguarding concerns related to Holla Workshops, please contact:

Email: info@hollaworkshops.co.uk

Concerns can also be reported to relevant local safeguarding authorities if necessary.