



Foundation for Liver Research

Safeguarding Policy

March 2026

Registered Charity Number: 1134579

Contents

1. Purpose
2. Scope
3. Our Safeguarding Principles
4. Safeguarding Risks
5. Donors and Volunteers in Vulnerable Circumstances
6. Designated Safeguarding Lead
7. Reporting a Safeguarding Concern
8. Confidentiality and Information Sharing
9. Recruitment and Suitability
10. Events and Activities
11. Training and Awareness
12. Working with Other Organisations
13. Policy Review
14. Approval

1. Purpose

The Foundation for Liver Research is committed to safeguarding the welfare and rights of everyone who comes into contact with the charity.

The Foundation's primary activities are conducting and supporting research into liver disease. Our staff, students, volunteers and partner organisations may come into contact with children or vulnerable adults in the course of their research, public engagement and fundraising-related activities and events. This policy sets out the arrangements we have in place to manage these risks and respond to concerns.

Safeguarding is the responsibility of everyone involved with the Foundation. The Board of Trustees retain overall responsibility for ensuring that appropriate safeguarding arrangements are in place.

2. Scope

This policy applies to:

- Trustees and members of the Foundation's governing body
- Employees
- Students, volunteers, and interns
- Contractors, consultants and others acting on behalf of the Foundation, where relevant

The Foundation will also take reasonable steps to ensure organisations and individuals with whom it works have appropriate safeguarding arrangements where this is relevant to the relationship or activity.

3. Our Safeguarding Principles

The Foundation is committed to:

- protecting people from abuse, neglect, exploitation and other forms of harm;
- treating all safeguarding concerns seriously and responding to them promptly;
- creating an environment in which people feel able to raise concerns and confident that those concerns will be heard;

- respecting people's dignity, privacy and rights;
- sharing safeguarding information appropriately and only where necessary to protect someone from harm or respond to a concern; and
- ensuring safeguarding responsibilities are understood by those working for or on behalf of the Foundation.

The Foundation will not tolerate abuse, exploitation, harassment or other harmful behaviour by anyone acting on its behalf.

4. Safeguarding Risks

The Foundation considers safeguarding risks arising from the nature of its activities and relationships. Based on our primary activities, these may sometimes include:

- contact with children or adults at risk through events, meetings or other activities;
- interactions with patients or research participants where relevant to Foundation-supported activities;
- contact with students, volunteers, interns or other individuals working with the Foundation;
- fundraising, engagement and community activities;
- online meetings, communications and other digital activities; and
- activities undertaken in partnership with other organisations.

The Foundation considers safeguarding as part of its wider risk management and governance arrangements and will review its approach where its activities or circumstances change.

5. Donors and Volunteers in Vulnerable Circumstances

Safeguarding duties will be followed when working with potentially vulnerable donors, patients and members of the public.

- Vulnerability is defined as being especially susceptible to harm due to personal circumstances.
- Fundraisers must treat donors fairly, enabling them to make an informed decision, particularly those in vulnerable circumstances.
- Individuals under 18 or adults lacking capacity are automatically considered vulnerable.

- Fundraisers must not exploit lack of knowledge, need for medical support or vulnerable circumstances.
- If a donor cannot make an informed decision, donations must not be accepted and must be returned if later discovered.
- Staff should be trained to engage respectfully and identify signs such as difficulty FLR Safeguarding Policy 5 understanding, communicating or weighing decisions.
- Fundraising communications should be clear and inclusive, with adjustments for accessibility.
- Children and vulnerable adults will not usually be featured in our communication materials. Where there is a compelling reason to do so, an appropriate safeguarding risk assessment must be undertaken by the Safeguarding Lead and, in the case of children, the written consent of a parent or guardian must be obtained. Where appropriate, additional steps will be taken to safeguard the individual featured. These may include, but are not limited to, changing the individual's name; removing any details from the materials that may enable the individual to be identified or using images of an actor.

6. Designated Safeguarding Lead

The Foundation has appointed a Designated Safeguarding Lead who is responsible for receiving safeguarding concerns, ensuring that appropriate action is taken and maintaining oversight of the Foundation's safeguarding arrangements. The Designated Safeguarding Lead will ensure safeguarding concerns are dealt with appropriately and escalated where necessary.

- Name: **Nicola Harris**
- Job title: **Health & Safety Manager**
- Email: **n.harris@researchinliver.org.uk**
- Telephone: **020 7255 9851**

7. Reporting a Safeguarding Concern

Anyone who has a safeguarding concern relating to the Foundation's activities, staff, students, volunteers, trustees, partners or anyone acting on its behalf should report it as soon as possible to the Designated Safeguarding Lead. If they feel unable or uncomfortable to do so, concerns can be reported to the Chief Operating Officer or they can speak to a Trustee.

Where appropriate, the person raising the concern should record what they have seen, heard or

been told, using the person's own words where possible. They should not attempt to investigate the concern themselves or promise confidentiality.

The Designated Safeguarding Lead will assess the concern and determine the appropriate response. This may include seeking further advice, taking immediate steps to protect an individual, or referring the matter to an appropriate external organisation or statutory authority.

Where there is an immediate risk of serious harm, the concern should be reported directly to the appropriate emergency or statutory safeguarding service.

All safeguarding concerns and actions taken in response will be recorded securely and handled in accordance with applicable data protection requirements.

8. Confidentiality and Information Sharing

Safeguarding information will be handled sensitively and shared only with those who need the information to protect an individual or respond appropriately to the concern.

Confidentiality will not prevent information being shared where this is necessary to protect someone from harm, where required by law, or where sharing information with an appropriate safeguarding authority is necessary.

9. Recruitment and Suitability

The Foundation will take reasonable steps to ensure people working for or on behalf of the charity are suitable for their roles.

If a newly-created role involved significant or regulated contact with children or adults at risk, the Foundation would consider whether appropriate checks, including Disclosure and Barring Service checks where applicable, are required.

The level of checking and safeguarding measures will be proportionate to the nature of the role and the associated risks.

10. Events and Activities

The Foundation does not routinely organise or support events or activities involving children or adults at risk. Should this change in the future, safeguarding considerations will be incorporated into the planning process.

Where appropriate, this may include:

- identifying responsible staff, students or volunteers;
- considering supervision arrangements;
- establishing procedures for raising and responding to concerns;
- ensuring relevant venues or partner organisations have appropriate safeguarding arrangements; and
- considering accessibility and any additional support that participants may require.

11. Training and Awareness

Trustees, staff, students and volunteers will be made aware of this policy and their safeguarding responsibilities.

Appropriate safeguarding training will be provided where the nature of an individual's role or activities requires it. The Foundation will review its training and awareness arrangements periodically to ensure they remain appropriate to its activities and risks.

12. Working with Other Organisations

Where the Foundation works with or provides funding to another organisation, it will take appropriate steps to understand and manage any relevant safeguarding risks.

Where an activity is delivered by another organisation, responsibility for safeguarding will be considered as part of the relationship and, where appropriate, reflected in written agreements or other arrangements between the organisations.

13. Policy Review

This policy will be reviewed at least annually and sooner where:

- there are significant changes to the Foundation's activities or organisational structure;
- relevant legislation or safeguarding guidance changes;
- a safeguarding incident or significant concern identifies a need for changes; or
- the Trustees otherwise consider a review necessary.

The Foundation will maintain appropriate records of policy reviews and any resulting changes.

14. Approval

This policy has been approved by the Foundation's Chief Operating Officer.

Signed: 

Name: **Ben Prasadam-Halls**

Job title: **Chief Operating Officer**

Date: **26 March 2026**

Next Review Date: **25 March 2027**