

Safeguarding Information – Easy Read leaflet

Keeping People Safe

At **University Medical Group**, keeping people safe is very important to us.

We work hard to protect:

- Children
- Young people
- Adults who may need extra support

Everyone has the right to be safe and free from harm.

How We Keep People Safe

Trained Staff

All staff receive safeguarding training.

This helps them:

- Recognise signs that someone may be at risk
- Know how to respond
- Get the right help and support

Zero Tolerance

We do not accept:

- Abuse
- Violence
- Neglect
- Exploitation

We take all concerns seriously.

Safe Recruitment

All staff go through safe recruitment checks before they start work.

This includes a **DBS check**.

A DBS check helps make sure people are suitable to work with children and adults at risk.

Working Together

We work with other organisations to keep people safe, including:

- Social services
- Local authorities
- Healthcare services

This helps us respond quickly when there are concerns.

Confidentiality and Sharing Information

We keep your personal information private.

Sometimes we may need to share information without your permission.


We will only do this if:

- Someone is at risk of serious harm, or
- The law says we must share the information

Our aim is always to keep people safe.

If You Are Worried About Safety

In an Emergency

 Call **999** if you or someone else is in immediate danger.

Need Urgent Medical Help?

 Call **111** if it is urgent but not an emergency.

Talk to Us

If you are worried about yourself or someone else:


- Speak to any member of our team
- Ask to speak to the **Safeguarding Lead**


We will listen and help you get support.

Reporting Concerns About a Child


If you are worried about a child, contact the **Children's Single Point of Access (CSPA)**.

Contact Details

 **Phone:** 0118 937 3641 (Option 1)

 Monday to Friday, 9:00am to 5:00pm

 **Email:** CSPOA@reading.gov.uk

 **Online:** Report a concern through the Brighter Futures for Children website.


Out of Hours Emergencies


 **Emergency Duty Service:** 01344 351 999

Reporting Concerns About an Adult

If you are worried about an adult who needs care or support, contact Adult Social Care.

Contact Details

 **Phone:** 0118 937 3747

 Monday to Friday, 9:00am to 5:00pm

 **Email:** CSAAdvice.Signposting@reading.gov.uk

 **Online:** Report a concern using the Reading Borough Council safeguarding form.

Out of Hours Emergencies

 **Emergency Duty Service:** 01344 351 999

Other Support

Reading Safeguarding Adults Partnership Board

This organisation helps improve safeguarding services in Reading.

You can visit their website for more information.

Domestic Abuse Support

If you or someone you know is experiencing domestic abuse, help is available.

 **Berkshire Women's Aid Helpline:** 0118 950 4003

Remember

- ✓ Everyone has the right to be safe.
- ✓ If you are worried about someone, tell someone.
- ✓ We are here to listen and help.