

## Safeguarding Policy

### 1. Purpose

#### **Safeguarding and promoting the welfare of children and adults at risk from abuse or neglect.**

This policy defines how Seend Community Centre operates to safeguard children, young people, and adults at risk of abuse or neglect.

We have a duty of care and are committed to the protection and safety of everyone who enters our premises including children, young people and adults at risk involved as visitors and/or as participants in all activities and events. We also have a duty to safeguard and support our trustees, volunteers, and staff.

### 2. Definitions

Children and young people are defined as those persons aged under 18 years old. This policy will apply to all staff, contractors and volunteers and will be used to support their work. Safeguarding and promoting the welfare of Children is defined as:

- protecting children from maltreatment
- preventing impairment of children's health and development
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- taking action to enable all children to have the best outcomes

For the purposes of this policy, Adult at Risk refers to someone over 18 years old who, according to Section 42 of the Care Act 2014:

- has care and support needs
- is experiencing, or is at risk of, abuse or neglect
- as a result of their care and support needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

Persons affected include

- All trustees, volunteers, and staff
- All those attending any activity at the Centre
- All visitors and contractors.

### 3. Policy principles

**All reasonable action must be taken to protect children and adults at risk from abuse or neglect.** People who are eligible to receive health and community care services may be additionally vulnerable to the violation of their rights by reason of disability, impairment, age, or illness. **Seend Community Centre has a zero-tolerance approach to abuse.** Seend Community Centre recognises that under the Care Act 2014, it has a duty for the care and

protection of adults who are at risk of abuse. It also recognises its responsibilities for the safety and care of children under the Children Act 1989 and 2004.

Seend Community Centre is aware of the support of their local safeguarding contact organisation (<https://adults.wiltshire.gov.uk/Information/safeguarding>) and other support organisations on the development and implementation of procedures for the protection of children and adults at risk.

Seend Community Centre is committed to the following principles:

- The welfare of the child, young person or adult at risk is paramount.
- All children, young people and adults at risk have the right to protection from abuse.
- Safeguarding is everyone's responsibility

All suspicions and allegations of abuse must be properly reported to the relevant internal and external authorities and dealt with swiftly and appropriately.

#### **4. Procedures**

As required by the Charities Commission, the trustees have completed a declaration that they have no convictions in relation to abuse.

- 1) All members of the management committee will familiarise themselves with safeguarding responsibilities, undertake training where appropriate on safeguarding issues and ensure that they understand the principles set out in this policy at 3 above.
- 2) All members of the management committee will work together to promote a culture that enables issues about safeguarding and promoting welfare to be addressed.
- 3) All members of the committee, helpers or other volunteers **will not have unsupervised access to children or adults at risk unless appropriately vetted.**
- 4) The management committee will follow safe recruitment practices.
- 5) A member of the management committee will be appointed to be responsible for child and adult at risk safeguarding matters. This person will have responsibility for reporting concerns that arise, as a matter of urgency, to the relevant safeguarding agency.
- 6) The named person is the Honorary Secretary or in the absence of that person, the Chairman.
- 7) All suspicions or allegations of abuse against a child or adult at risk will be taken seriously and dealt with speedily and appropriately.
- 8) The management committee will ensure that all hirers of the hall have signed a hiring agreement. This will require all hirers who wish to use the hall for activities which include children and adults at risk, *other than for hire for private parties arranged for invited friends and family*, to either produce a copy of their Safeguarding Policy and evidence that they have carried out relevant checks through the Disclosure and Barring Service (DBS) when requested to do so or, confirm that they have understood and will adhere to the principles and procedures of this policy with regard to safeguarding.

9) The management committee will carry out an annual review of this policy.

## **Appendix**

Key safeguarding advice and reporting contacts

Wiltshire Council Designated Officer for Allegations (DOFA)

Tel: 0300 456018 Option 3 then Option 4

Email: [dofaservice@wiltshire.gov.uk](mailto:dofaservice@wiltshire.gov.uk)

Wiltshire Multi-Agency Safeguarding Hub (MASH)

Tel: 0300 456018 Mon-Thur 8:45 to 5:00pm

Fri 8:45 to 4:00pm

Out of Hours Emergency Duty Service Tel: 0300 4560100

Email: [mash@wiltshire.gov.uk](mailto:mash@wiltshire.gov.uk)