

Safeguarding children and adults vulnerable to abuse or neglect policy and procedures October 2019

THE ORGANISATION

Safeguarding Children and Adult at risk of abuse Policy and procedures

1. Purpose

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

This policy defines how The Coddenham 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 children, young people and adults at risk involved as visitors and as participants in all of our activities both on site. We also want to protect and support our staff who work or come into contact with these groups.

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 in Working Together 2015 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

Adult at risk of abuse or neglect

For the purposes of this policy, adult at risk refers to someone over 18 years old who, according to paragraph 14.2 of the Care Act 2015:

- 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.
- If someone has care and support needs but is not currently receiving care or support from a health or care service they may still be an adult at risk

2. Persons affected

- All staff, paid and unpaid, this includes volunteers
- All service users
- All visitors and contractors

3. Safeguarding Principles:

The CIO 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: for services to be effective each professional and organisation should play their full part; and
- All suspicions and allegations of abuse must be properly reported to the relevant internal and external authorities and dealt with swiftly and appropriately
- Arrangements which set out clearly the processes for sharing information procedures with other professionals and with the Local Safeguarding Children Board (LSCB) and Safeguarding Adult Board.

3. Safeguarding Policy:

- In the interests of child protection and the welfare and protection of vulnerable adults, the CIO is committed to the policy of safeguarding vulnerable adults and children on the Recreation Ground, the Community and Sports Hall, the Tennis Courts and other facilities actively maintained by it ("the facilities") and, where it may operate its own events, will ensure that members or employees involved are adequately checked in accordance (where applicable) with the "**Guidelines for the protection of children and vulnerable adults at organised events**" set out by the Suffolk Safeguarding Children's Board
- Children using the facilities on a casual basis will be the responsibility solely of their parents, whether they are present or not.
- Any organisation, which may make contact with vulnerable adults or children, shall be required to show proof of its own appropriate safeguarding policy at the time of applying to use the facilities.
- Any authorised, organised events, which may be open to children and vulnerable adults, will demonstrate having appropriate staffing with all the required credentials before proceeding.
- It is not expected that any member or employee of the CIO will be undertaking any activities that leave them alone with children. If it is likely that such a scenario will occur, then a full DBS check will be obtained prior to the activity.
- In the event that some events or organisations open to children or vulnerable adults do not satisfy the above requirements, use of the facilities will be denied, but support will be given to the groups or organisations to assist them in attaining the necessary credentials to carry out their activities in the future.

The Coddenham Centre will ensure that staff and Trustees understand;

- Core legal safeguarding requirements and their responsibility to keep children and adults at risk safe.
- That all staff and Trustees who come into contact with children and adults at risk are alert to their needs and any risks of harm that individual abusers, or potential abusers, may pose to children and adults at risk;
- The requirement to share appropriate information in a timely way and can discuss any concerns about an individual child with colleagues and local authority children's and adults social care

4. REVISION HISTORY

This policy and related guidance will be monitored by the Trustees on a regular basis for compliance and will be reviewed at least annually.

Date approved or amended	Signed	Position
31 st October 2019		Trust Secretary

The Coddenham Centre

Safeguarding Procedures

1. Responsibilities

The responsibilities for dealing with safeguarding lie with the following:

Safeguarding is everyone's responsibility. All members of staff (paid and unpaid) and trustees are required to report any suspected abuse and be aware of the appropriate reporting and support procedure for safeguarding. It is important that staff and trustees are also aware of the Government's PREVENT strategy. The aim of this is to stop people becoming terrorists or supporting violent extremism in all its forms. This can also be a safeguarding issue but has different reporting mechanisms.

The Safeguarding Lead will discharge their safeguarding functions in a way that ensures safeguarding procedures are put in place to protect children and adults at risk of abuse from harm, and promotes their welfare. They are responsible for following up any suspected reports of abuse and for informing the Police or other appropriate external bodies.

2. REPORTING OF SAFEGUARDING CONCERNS

If you are worried about a child or adult at risk, talk to the The Coddenham Centre Safeguarding Lead to discuss your concerns at the earliest opportunity, as long as it will not delay any potential referral or place someone at harm.

Safeguarding Lead

Angela Thompson (Trustee)

Making referrals

If we have a safeguarding concern we will contact customer first on: 03456 066 167

Members of the public should call Customer First on 0808 800 4005 (24 hours)