



# Gregson Lane Community Centre

*serving the communities of Coupe Green and Gregson Lane*

## **GREGSON GREEN** Safeguarding Policy

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Gregson Green Designated Responsible Persons for Safeguarding are:

Jacqui Gibson    Tel No 01254 852998

Ann Atkin        Tel No 01254 853577

The person(s) above have the responsibility for reporting concerns that arise, as a matter of urgency, to the Local Authority Child Protection agency

## Introduction

The purpose of the organisation is the provision of community social and sporting facilities and services for the residents of Gregson Lane, Coupe Green and surrounding areas. The Gregson Green charity Trustees and management committee want all children and adults at risk to enjoy their involvement with the charity facilities and organised activities offered in the Community Centre or on the playing fields. All children and adults at risk, without exception, have the right to protection from abuse, (e.g. physical, neglect, sexual, financial, psychological, violation of rights (i.e. preventing and individual speaking their thoughts/opinions), discriminatory (i.e. racial, sexual or religious harassment) whether physical, verbal, bullying, exclusion or neglect. Such abuse will not be permitted or tolerated.

It is acknowledged that the Gregson Green Trustees are bound by the **Trustee Act 2000 and principles of general charity law**, in the requirement that they exercise a duty of care in safeguarding vulnerable beneficiaries however; the welfare of the child or adult at risk is paramount and is the responsibility of everyone.

The purpose of this document is to outline the Safeguarding vulnerable beneficiaries' policy for Gregson Green Charity (incorporating the current Gregson Lane Community Centre and playing fields) which will be followed by all members of the organisation. This policy is aimed at the trustees of the charity, employees and volunteers of the charity, and leaders of organisations using the Community Centre and/or its facilities (including playing fields).

**Through this Policy we aim to:**

- adopt the highest possible standards and
- take all reasonable steps in relation to the safety and welfare of vulnerable groups who come into contact with the Gregson Green Charity community facilities.

**To whom does this policy apply?**

The policy applies to:

- all employees (including permanent, fixed term and short term temporary appointments)
- all members of organisations using the community centre or on the playing fields
- volunteers
- any other person working with in the Community Centre or on the playing field who a member of the public might reasonably assume was an employee or volunteer.
- Contractors
- Trustees

All those covered by the policy have a duty to do everything reasonable in their power to ensure the safety and welfare of vulnerable groups while they are in contact with the Gregson Green facilities. It is impossible to ensure that no child or vulnerable person ever comes to any harm while in contact with the Gregson Green Charity. However, implementing this policy and following the guidelines will enable work to be undertaken with vulnerable groups confident in the knowledge that all reasonable precautions have been taken to to

prevent harm occurring whilst being prepared to deal with an incident should it occur.

The Gregson Green Charity applies this policy to all involvement with children and young people under the age of 18 years or under 25 years when learning difficulties are involved. In addition similar safeguards should be applied when dealing with vulnerable people of all ages. It is important to remember that there may be contact with children in a wide range of situations.

### **In addition to visitors to the Community centre, these will include:**

- Vulnerable groups attending Gregson Green organised events accompanied by adult(s)/carers.
- Children or vulnerable groups attending as members of organisations using the Community Centre.
- volunteers.
- children of volunteers

### **Definition of Abuse**

Abuse is described as ***“a violation of an individual’s human or civil rights by any other person or persons”*** (No Secrets, Department of Health - 2000). Abuse might be passive (e.g. failing to take action to care for someone or failing to raise the alert about abuse) or active e.g. hitting, stealing or doing something that causes harm. Abuse can be a one off situation or something that is repeated.

### **Definition of a child**

Child, children and young people means those under the age of 18 as defined by the Children Act 1989.

### **Definition of Vulnerable Groups**

A person who is aged 18 or older and in need of special care, support, or protection because of age, disability, or risk of abuse or neglect: (Oxford Dictionary)

This policy is in place to protect all children and Vulnerable Groups regardless of gender, ethnicity, disability, sexuality, religion or faith.

### **Policy Statement-**

- The Management Committee will endeavour to keep the premises safe for use by vulnerable groups. The Committee recognises that a higher standard of safety is required where use is made by small children and those who cannot read safety notices and physically disabled adults.
- The wishes of a child should be respected in the same way as those of an adult and they must not be imposed upon.
- All reasonable steps must be taken to ensure the health, safety and welfare of any child in contact with the charity.
- Remember that children regard adults as role models and ensure your behaviour, language, gestures etc. are appropriate and above reproach.
- Be aware of safeguarding issues in relation to the work/activities carried out. This includes avoiding complacency and the false belief 'it could never happen to me'.

- Prevent any other person(s) from putting a child or vulnerable person in a situation in which there is a significant risk to their health and safety. Take appropriate action if you become aware of anyone physically, emotionally or sexually abusing a child or at risk adult.
- Report any evidence or reasonable suspicion that a child has been physically, emotionally or sexually abused whether by an adult or another child to Gregson Greens Designated Responsible Person.  
(Unless you are part of an organisation that has their own identified Designated Responsible Person)
- Not physically, emotionally or sexually abuse any child or young or vulnerable person.
- It is the Hirers responsibility to familiarise themselves with the contents of the Gregson Green Health and Safety Policy. The policy is both displayed in the Community Centre and is also available via the Gregson Green Website ([www.Gregsongreen.co.uk](http://www.Gregsongreen.co.uk)).
- The Committee will ensure that hirers are aware that no children may be admitted to films when they are below the age classification for the film on show.
- Organisations hiring the hall for activities for children/vulnerable groups (where their parents /guardians/carers) are not in attendance, will be asked to show their Safeguarding policy before the planned event. The policy should name their Designated Responsible person for Safeguarding.

In addition Individuals hiring the centre for activities for children/vulnerable adults will be made aware of this policy.

- In addition any User hiring the hall or playing fields to provide a facility for Children [playgroups, football training, youth clubs for example] will be required to show their DBS Disclosure Barring Service certificate(s) (formally CRB check) at the appropriate level (standard or enhanced) to the Booking Secretary and the disclosure number/s will be recorded. Such individuals will only be allowed to proceed to use the Community Centre or playing fields if: proof of Disclosure and the Disclosure provides no cause for concern as to their suitability to work with children or vulnerable groups. If the Disclosure provides concern then the matter will be discussed by the trustees and appropriate action taken. DBS disclosure checks will need to be updated every 3 years

**Any delegation of that hirer to other people to supervise the children is the responsibility of the hirer and the Management Committee will not vet these delegates for DBS disclosure.**

**NB** The only exception to the above is when the Community Centre is hired out for a private children's party. The Management Committee take no action to vet the person[s] hiring the hall for these one-off events.

### **Allegation of abuse**

It is to be hoped that no one will have to deal with an alleged incident of abuse to a vulnerable person. The Policy and Guidelines are there to help you to avoid situations in which well-intentioned actions could be misinterpreted and ensure that you do not find yourself in a situation where an allegation by a child, young or vulnerable person can be made.

**In all cases action must:**

- Be prompt, calm, assured and professional
- Keep any details strictly confidential and share only on a 'need to know' basis.
- Report the issues as soon as possible to the Hirers Designated Responsible person for Safeguarding or in the absence of such to Gregson Green Designated persons (as named in this policy) or to the Police.

All suspicions or allegations of abuse against a child or vulnerable person reported to the Gregson Green Charity will be taken seriously and dealt with speedily and appropriately.

**GENERAL POINTS**

Gregson Green volunteers do not supervise children or vulnerable groups as part of their function within the Committee or charity events.

When the Gregson Green Charity Committee organise events to include children – it is always stated that children must be accompanied by parents or guardians.

Where children are accompanied by an adult, primary responsibility for the children remains with that person. Trustees, employees or volunteers of the Gregson Green charity should nonetheless use this Safeguarding Policy and Guidelines as the basis for their action and any advice they offer. They should not agree to anything which contravenes the Policy and is not in line with the Guidelines.



**This policy will be reviewed on an annual basis at the Annual General Meeting and /or when changes occur in National Legislation or Procedures. New Management Committee members will be provided with an understanding of their responsibilities in line with this policy. Training for Gregson Green volunteers in the policy will be undertaken.**

**Policy signed by.....**

**Position.....**

**Date .....**