

SLYNE WITH HEST MEMORIAL HALL

Registered Charity No. 1086566

Safeguarding Policy

1. Purpose

The purpose of this policy is to protect from harm all who use our services, both vulnerable adults and children, when using the facilities of the hall as part of an organised group or taking part in a one-off activity.

The definition of a vulnerable adult is a person who, for any reason, may be unable to take care of themselves or protect themselves against significant harm or exploitation.

This policy applies to trustees, committee members, paid staff, volunteers and persons who hire the hall.

Designated Safeguarding Officers

Name: Don Cunningham
Telephone number: 07762 141627
Email address: don@cunninghamclan.org

Name: Sarah Faithfull
Telephone No. 07790 529997
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Telephone number of Children's and Adults Social Care

0300 123 6720
0300 123 6722 –out of hours

Police

999 if a crime has been committed or for a blue light situation
101 - Non urgent situations

3. What is safeguarding?

This policy has been drawn up based on legislation, policy and guidance that seeks to protect adults and children in England.

Safeguarding means protecting people's health, wellbeing and human rights and enabling them to live free from harm, abuse and neglect.

We believe that all adults and children, regardless of age, disability, reassignment, race, religion belief, sex, or sexual orientation, have an equal right to protection from all types of harm and abuse and should not experience abuse of any kind. Further information is detailed in our Equal Opportunities policy.

We have a responsibility to promote the welfare of all adults and children, to keep them safe and to practice in a way that protects them.

4. Policy Statement

The Charity will work in partnership with all users to create the safest possible environment for all.

We will achieve this by:

- recognising that all people have the right to freedom from abuse and harm.
- ensuring that all users are aware of and accept responsibility for helping to prevent the abuse of adults and children.
- User groups are expected to hold their own safeguarding policy.
- appointing two Designated Safeguarding Officers to take specific responsibility for people's protection, safety and wellbeing.
- supporting all persons in bringing concerns to a Designated Safety Officer.
- ensuring the Designated Safeguarding Officers respond promptly and appropriately to all suspicions or allegations of abuse.
- providing all with the opportunity to voice any concerns.

4. Prevention

Charity members, associates and hall users must not abuse or exploit child or vulnerable adults.

The Charity will publish the policy in writing and on the website to ensure all associated with the hall know their responsibilities within this policy.

The Charity will undertake any actions it deems necessary to ensure that all activities and programmes are carried out in a way that protects people from risk and harm

The Designated Safeguarding Officers will follow up on all reports of safeguarding concerns promptly in accordance with this policy

6. Recognising the signs and symptoms of abuse

Types of abuse

Physical abuse: may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a person.

Emotional abuse: this is the persistent emotional maltreatment of a person such as to cause severe and persistent adverse effects on the person's emotional development and wellbeing. It may involve conveying worthlessness, being unloved, inadequate, or valued in so far as they meet the needs of another person. It may include not giving the person opportunity to express themselves, silencing them, limiting or preventing normal social interaction. It may involve serious bullying (including cyber-bullying), seeing or hearing ill-treatment of another, causing the person to feel frightened or in danger.

Neglect: is the persistent failure to meet a person's basic physical and or emotional needs which is likely to have serious impact on that person's health or development.

Sexual abuse: this involves forcing or enticing a child or adult to take part in sexual activities whether or not the person is aware of what is happening. This can involve serious physical contact (for example rape or oral sex) or acts such as masturbation, kissing, rubbing and touching of outside clothing. It may also include non-contact activities such as encouraging a person to be involved in the production of sexual on-line

images, watching sexual activities, encouraging a person to behave in sexually inappropriate ways and grooming in preparation for abuse including via the internet.

Possible signs of abuse include:

- unexplained or suspicious injuries or the explanation of the cause of the injury does not seem right
- the person discloses abuse or describes what appears to be an abusive act
- someone expresses concern about the welfare of a person, especially a child
- unexplained change in behaviour such as withdrawal or sudden outbursts of temper
- inappropriate sexual awareness or sexually explicit behaviour, especially in a child
- distrust of others, particularly those with whom a close relationship would normally be expected
- difficulty in making friends
- eating disorders, depression, self-harm or suicide attempts

7. Becoming aware of safeguarding issues

This may be through a variety of channels:

- a third party or anonymous allegation may be received
- a person's appearance, behaviour or statement cause suspicion of abuse or neglect
- a person reports an incident(s) of alleged abuse that happened some time ago
- a written report is made regarding serious misconduct towards a child, young person or adult

8. What to do if you have concerns about a child, young person or adult

Stage 1

- initially talk to the person in a kind and sympathetic but non-judgemental way, but avoid displaying strong emotions as shock or embarrassment
- listen carefully to what the person has to say and take it seriously - act as if you believe what they are saying
- allow them to set their own pace – don't push them to say more than they want to
- gather information and be honest, explaining that any information given will be shared with others if it indicates that the person is at risk of harm
- notify the Designated Safeguarding Officer
 - respect confidentiality and ensure that documents are held securely
- record, in writing, what was said as soon as possible after disclosure, including date and time of notification, person's name and what was said:

Date and time of incident/disclosure

Those involved, including any witnesses

What was said or done and by whom (verbatim if possible)

Any action taken

Any further action taken

Reasons for the decision

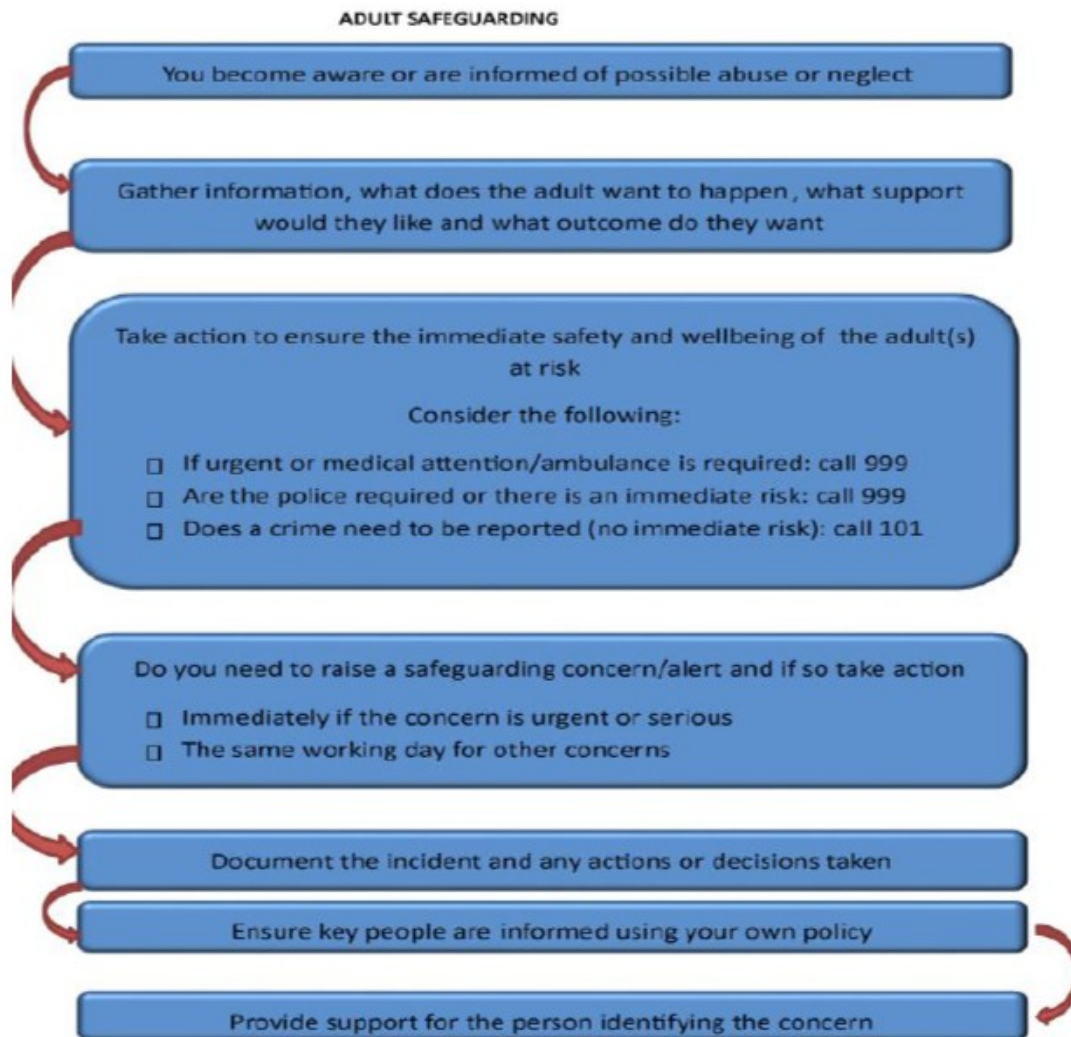
Name of person reporting on the concern

Name and designation of the person to whom the concern was reported

The record should be signed

Stage 2

The Designated Safeguarding Officer should take immediate action if there is a suspicion that a child, young person or adult has been abused or is likely to be abused. In this case the DSO should contact the Police or Lancashire County Council. *(Parents/carers will need to be informed about any referral to Children and Young People's Social Care, unless to do so would put the child or young person at an increased risk of harm)*



9. Management

The Charity will ensure that this policy is published and available for all to access, building a safeguarding culture where all treat each other with respect and are comfortable about sharing concerns

It will provide a safe physical environment for all users of the hall, hirers, staff and volunteers applying health and safety measures in accordance with the law and regulatory guidance.

All information will be stored securely and professionally in line with data protection legislation and guidance

It will ensure that effective complaints and whistleblowing measures are in place and dealt with promptly.