

# **A M CHALLIS TRUST**

## **Safeguarding Adults and Children Policy and Procedures**

**The purpose and scope of this policy statement is to protect adults and children when visiting the A M Challis Trust house and garden.**

**The purpose of this policy is:**

- to protect adults, children and young people who visit our house and garden from harm,
- to provide trustees and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to adult and child protection.

**This policy applies to anyone working on behalf of the A M Challis Trust, including trustees and volunteers.**

This policy statement should be read alongside our organisational policies, procedures, guidance and other related documents.

**We believe that:**

- **safeguarding is everyone's business and that if you have concerns regarding safeguarding of adults, children and young people, doing nothing is not an option,**
- adults, children and young people should never experience abuse of any kind,
- we have a responsibility to promote the welfare of all adults, children and young people who visit our premises, to keep them safe and to practise in a way that protects them.

**We recognise that:**

- the welfare of adults, children and young people is paramount in all the work we do and in all the decisions we take,
- all adults, children and young people, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse:
  - physical abuse
  - domestic violence
  - sexual abuse
  - psychological abuse
  - financial or material abuse
- some adults, children and young people are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues,
- extra safeguards may be needed to keep adults, children and young people who are additionally vulnerable safe from abuse.

**We will seek to keep adults, children and young people safe by:**

- valuing, listening to and respecting them,
- appointing a nominated child safeguarding lead for adults, children and young people,
  - all concerns and enquiries regarding safeguarding should be directed to the Safeguarding Lead,
  - if the concern relates to the contact of the Safeguarding Lead, all concerns should be directed to the Deputy Safeguarding Lead.
- adopting adult and child protection and safeguarding best practice through our policies, procedures and code of conduct for trustees and volunteers,
- providing effective management for trustees and volunteers through supervision, support, training and quality assurance measures so that all trustees and volunteers know about and follow our policies, procedures and behaviour codes confidently and competently,
- recording and storing and using information professionally and securely, in line with data protection legislation and guidance,

- using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know,
- using our procedures to manage any allegations against trustees and volunteers appropriately,
- creating and maintaining an anti-bullying environment,
- ensuring that we have effective complaints and whistleblowing measures in place,
- ensuring that we provide a safe physical environment for our adults, children, young people, trustees and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance,
- building a safeguarding culture where trustees, volunteers, children, young people and their families, treat each other with respect and are comfortable about sharing concerns.

**This will be achieved by:**

- promoting good practice and ensuring that volunteers and trustees are able to work in an environment where there is irregular and low intensity contact with adults, children and young people with confidence,
- providing adults, children and young people who may be at risk with appropriate safety and protection whilst in the company of participating volunteers,
- allowing trustees and volunteers to make informed and confident responses to specific safeguarding issues,
- monitoring the level of contact with adults, children and young people to ensure that the contact is infrequent and of low intensity and below the threshold of DBS check requirements,
- nominating a safeguarding lead and deputy, who will
  - ensure that the welfare of adults, children and young people at risk is given the highest priority by the organisation, its trustees and volunteers,
  - promote good practice and ensure that trustees and volunteers are able to work with adults, children and young people at risk with confidence,
  - ensure that this Policy and Procedures is enacted and monitored including the briefing, training and gathering feedback from trustees and volunteers,

- monitor contact with adults, children and young people at risk to ensure that the frequency and intensity of contact is consistent with DBS threshold levels,
- act as the main contact for disclosing information around safeguarding of adults, children and young people,
- ensure that the concerns of adults, children and young people at risk are heard and acted upon,
- be responsible for reporting incidents or concerns to the appropriate authorities,
- attend appropriate training relevant to the level of engagement to ensure that all trustees and volunteers remain up to date with current practice and legislation,
- ensure that trustees and volunteers have access to further appropriate information,

### **Contact details:**

#### **Nominated Safeguarding Lead:**

Name: Rosemary Phillips

Phone/email: 07711 332129 [chair@challistrust.org.uk](mailto:chair@challistrust.org.uk)

#### **Deputy Safeguarding Lead;**

Name: Tim Wreghitt

Phone/email: 07976 629052 [twreghitt@hotmail.co.uk](mailto:twreghitt@hotmail.co.uk)

### **Review of this policy:**

We are committed to reviewing our policy and good practice annually.