

Wilderness Trust

Safeguarding Policy Statement

(February 2021)

The purpose of this policy statement is:

- to protect children and young people who receive the Wilderness Trust's services from harm. This includes the children of adults who use our services
- to provide staff and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to child protection.

In our work with children / young people / adults who may be at risk due to age, illness or disability, The Wilderness Trust will endeavour at all times to provide services and activities which minimise risk and are as safe as we can make them.

We aim to protect our service users from harm or maltreatment, prevent the impairment of health or development, ensure the provision of safe and effective care, promote people's life chances and ensure children enter adulthood successfully.

We will work in partnership with other local / national agencies to put in place appropriate procedures for reporting, making referrals, accessing training and specialist support, as and when required.

This policy applies to anyone working on behalf of the Wilderness Trust, including senior managers and the board of trustees, paid staff, volunteers, sessional workers, agency staff and students.

Legal framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in Wales. A summary of the key legislation is available from [nspcc.org.uk/learning](https://www.nspcc.org.uk/learning).

Supporting documents

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

- Role description for the designated safeguarding officer
- Dealing with disclosures and concerns about a child or young person
- Managing allegations against staff and volunteers
- Recording concerns and information sharing
- Child protection records retention and storage
- Code of conduct for staff and volunteers
- Behaviour codes for children and young people
- Safer recruitment
- Anti-bullying
- Managing complaints

- Whistleblowing
- Health and safety
- Induction, training, supervision and support

We believe that:

- Children, young people, and vulnerable adults should never experience abuse of any kind
- We have a responsibility to promote their, to keep them safe and to practise in a way that protects them.

We recognise that:

- the welfare of children is paramount in all the work we do and in all the decisions we take all children, 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
- some children, young people, and vulnerable adults, are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- working in partnership with children, young people, vulnerable adults, their parents, carers and other agencies is essential in promoting young people's welfare.

Safer recruitment

The Wilderness trust will use clear and fair procedures to recruit all staff and volunteers. To do so, we will seek to recruit using appropriate procedures, safeguards and checks. We will take up references for all posts and volunteer roles prior to appointment.

We will provide an induction programme for all new volunteers and staff, appropriate training to enable all personnel to undertake their roles safely and confidently, and ongoing training as benefits the personal and professional development of individuals and of our organisation.

We will regularly review our recruitment procedures in response to changes in legislation and systems external to our organisation e.g. DBS and barring list checks

Volunteers

The Wilderness Trust will ensure that all volunteers are treated fairly, are given clear expectations of their role within the organisation and are supported to fulfil that role. All volunteer roles will be supported by a Volunteer Co-ordinator /Supporter.

Volunteers will be treated equally alongside any paid staff, and all volunteers will be offered the same opportunities for advancement, responsibility, training and gaining qualifications and acknowledgement for their contribution to our organisation. In turn, our volunteers will adhere to the Code of Conduct at all times as a representative of our organisation.

Any volunteer roles, which would be regulated activity if unsupervised, will be appropriately supervised in accordance with statutory guidance.

Safeguarding Officer

Our appointed Safeguarding Officer is Fran Blockley from March 2021 and supported by Kevin Blockley as deputy, who will be available to all staff, volunteers and service users to speak to

when they have any concerns, issues or complaints regarding the safety, well-being or conduct of service users, volunteers and staff.

The safeguarding officer and deputy will have access to appropriate training to support them in these roles. They will liaise with appropriate local and national agencies, contribute to appropriate policies, maintain records and keep confidentiality, adhere to and promote this policy within the organisation, and support or provide access to support for individuals suffering harm or abuse.

The safeguarding officer and deputy will build a safeguarding culture where staff and volunteers, children, young people and their families, vulnerable adults, treat each other with respect and are comfortable about sharing concerns.

The safeguarding officer and deputy will ensure that we provide a safe physical environment for our children, young people, vulnerable adults, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance

Awareness of harm and abuse in our organisation

Harm is caused by accidents, deliberate abuse (physical, sexual, emotional, financial), neglect (deliberate or not) or factors such as bullying, prejudicial attitudes or a failure to enable a person to participate in activities that are open to most of their peers.

All incidents of harm to anyone involved in our activities will require an appropriate response to reduce risks and improve our service.

Deliberate acts of harm (sexual, physical, emotional and financial) and neglect are abuses against the person and will incur disciplinary proceedings and require reports and referrals to social services, the police, other professional bodies and the Disclosure and Barring Service (DBS) if in regulated activity.

Significant harm

Where there is risk of significant harm to our service users, volunteers or staff, the Safeguarding Officer and deputy are empowered to act accordingly.

- To log all conversations regarding the issue
- To sign and request signatures on reports and statements
- Confidentially seek advice from expert sources
- Share concerns (with consent where required and appropriate) internally with senior staff / Chair of the Board
- Share concerns and make referrals to external agencies such as Social Services, the Police or NSPCC as appropriate to the circumstances
- Make a referral to the Disclosure and Barring Service regarding staff or volunteers in regulated activity whose conduct is harmful to service users and when they are removed from regulated activity

Confidentiality

All reports and logs (including personnel records) will be kept securely and confidentially according our data protection policy and confidentiality statement, until or unless it is necessary to share this material with the agencies named above. Information will be shared on a “need-to-know” basis only.

Communication

It is vital to plan and prepare for the appropriate sharing of information within and beyond the organisation. Staff and service users, or their families may have communication difficulties, speak languages other than Welsh and English, or be unable to hear, see, read, speak etc. Everyone should know they have the right to speak up about things that concern them.

The organisation has a duty to communicate with other agencies, to best support their service users and to fulfil their safeguarding/protection responsibilities.

The Wilderness Trust will communicate this policy to all staff, volunteers, service users and their families / carers, using appropriate methods, formats and language to get the essence across.

We support and encourage all service users, volunteers and staff to speak up and contact the named Safeguarding Officer or deputy where there is a concern (a worry, issue or doubt about practice or treatment of a service user or colleague, or their circumstances), or

- a disclosure (information about a person at risk of or suffering from significant harm) or
- an allegation (the possibility that a volunteer or staff member could cause harm to a person in their care)

Staff or volunteers can report things that aren't right, are illegal or if anyone at work is neglecting their duties, putting someone's health and safety in danger or covering up wrongdoing. In the first instance they should speak with the Safeguarding Officer, or the deputy.

We would prefer our members and personnel to use internal processes whenever possible to make a report as above, but this does not prevent them from making a report or referral to statutory agencies such Social Services or the Police, in their own right as a private individual. We also support our staff or volunteers to raise concerns or to disclose information, which they believe shows malpractice - whistle-blowing (disclosure in the public interest).

To encourage everyone involved in our organisation to understand that safeguarding is everybody's business, we will: display posters, hold group work, trustees meetings, and provide opportunities for discussions about issues and concerns, policy and procedures to reflect, review and to continue to learn and improve in our safeguarding responsibilities.

CONTACT DETAILS

Nominated child protection lead

Name: Fran Blockley

Phone/email: 01686 413857 / franblockley@yahoo.co.uk

Deputy child protection lead(s)

Name: Kevin Blockley

Phone/email: 01686 413857 / Kevin@cambarch.co.uk

NSPCC Helpline

0808 800 5000

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

Review dates

This policy was last reviewed on: 28th March 2021

A handwritten signature in black ink, appearing to read 'F. Blockley', is centered on a light grey rectangular background.

Signed:

Date: 28/03/2021

Next review date 27/03/2022