



## **Chopwell Regeneration Group**

### **Safeguarding Policy**

**Date adopted:** 25/11/2020

**Date for review:** 18/08/2021

**Signature of Director responsible for the policy:** Jodie Barwick-Bell.

**Phone no of Director responsible for the policy:** 07765220929 (Jodie Barwick-Bell)

## Chopwell Regeneration CIO

### Policy for Safeguarding Children and Vulnerable Adults

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## 1. Policy information

### 1.1 Scope of policy

This policy applies to:

- All paid staff
- Sessional workers working on behalf of Chopwell Regeneration CIO
- Trustees
- Volunteers

### 1.2 Legal framework

Working Together to Safeguard Children 2018

The Equality Act 2010

The UN Convention on the Rights of the Child (1989)

## 2. Introduction

### 2.1 Purpose of policy

This policy sets out the duty to safeguard and promote the welfare of children and vulnerable adults and how this will be implemented by Chopwell Regeneration CIO.

### 2.2 Policy statement

This policy develops procedures and good practice within Chopwell Regeneration CIO to ensure that each person can demonstrate that there is an understanding of the duty to safeguard and promote the welfare of children and vulnerable adults, and prevent radicalisation. It provides evidence of how this will be implemented within Chopwell Regeneration CIO.

## 3. Definitions

**3.1** A child is defined as anyone who has not yet reached their 18th birthday.

**3.2** The core definition of “vulnerable adult” from the 1997 Consultation “Who Decides?” issued by the Lord Chancellor’s Department, is a person:

**“Who is or may be in need of community care services by reason of disability, age or illness; and is or may be unable to take care of, unable to protect him or herself against significant harm or exploitation”.** This definition of an Adult covers all people over 18 years of age.

**3.3** Safeguarding and promoting the welfare of children and vulnerable adults is the process of protecting them from maltreatment, preventing the impairment of health or development, ensuring that children and vulnerable adults grow up and live in circumstances consistent with the provision of safe and effective care and taking action to enable all children and vulnerable adults to have the best outcomes.

**3.4** Definitions of abuse:

- **Physical abuse** - includes hitting, slapping, pushing, kicking, rough handling or unnecessary physical force, either deliberate or unintentional, misuse of medication, restraint or inappropriate sanctions.

- **Sexual abuse** - includes rape and sexual assault or sexual acts to which the person has not consented, or could not consent to, or was pressured into consenting to. Sexual abuse can occur between people of the same sex and it can also occur within a marriage or any long-term relationship.
- **Psychological abuse** - includes emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse or isolation.
- **Financial or material abuse** - includes theft, fraud, exploitation, pressure in connection with wills, property or inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits.
- **Neglect and acts of omission** - includes ignoring medical or physical care needs, failure to provide access to appropriate health, social care or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating.
- **Discriminatory abuse** - includes forms of harassment, slurs or similar treatment because of race, gender and gender identity, age, disability, sexual orientation or religion.
- **Organisational abuse** - includes everything from individual acts of very poor professional practice to pervasive ill treatment, gross misconduct and systemic failure across a service.
- **Domestic violence** - includes psychological, physical, sexual, financial, emotional abuse and “honour” based violence.
- **Modern slavery** - encompasses slavery, human trafficking, forced labour and domestic servitude.
- **Self-neglect** - this covers a wide range of behaviours, including neglecting to care for one’s personal hygiene, health or surroundings and includes behaviours such as hoarding.

#### 4. Key Principles

4.1 The key principles of Chopwell Regeneration CIO Safeguarding Children and Vulnerable Adults Policy are that:

- The welfare of the child or vulnerable adult is and must always be paramount to any other considerations
- Safeguarding is everybody’s responsibility
- All children and vulnerable adults regardless of age, disability, gender, race, religion or belief, sex, or sexual orientation have the right to protection from abuse or harm
- All allegations or suspicions of abuse, neglect, harm and poor practice will be taken seriously and responded to swiftly, fairly and appropriately
- Working in partnership with other organisations, statutory agencies, parents, carers, children and young people is essential for the welfare of children and vulnerable adults.

## 5. Aims

5.1 Chopwell Regeneration CIO aims to ensure that all children and vulnerable adults working with us are in a safe and secure environment (in so far as is practicable within the working remit). In order to do this we will:

- Ensure safe recruitment, selection and vetting of potential staff and volunteers
- Ensure all staff and regular volunteers complete induction training
- Ensure all staff and volunteers read and understand all relevant policies
- Take appropriate measures to deal with any problems or concerns.

## 6. Safe recruitment of staff

6.1 Chopwell Regeneration CIO is committed to ensuring that all appropriate measures are applied in relation to everyone who works within the organisation. We will:

- Ensure all professionals contracted by CRG to work directly with children and/or vulnerable adults are subject to an Enhanced DBS check, unless they are accompanied at all times by a DBS-checked CRG volunteer.
- Ensure that when CRG volunteers are working directly with children and vulnerable adults on CRG-led activity, there is always a DBS checked representative present.
- Ensure that all efforts are made to establish a person's experience and relevant history at recruitment
- Ensure all staff and volunteers are supported in their work with children and vulnerable adults.

## 7. Concerns and allegations

7.1 All concerns and allegations of abuse will be taken seriously and responded to appropriately. This may require a referral to children's or social services and in emergencies, the Police.

### 7.2 Making an allegation

Any allegations of abuse against members of staff or volunteers must be reported to the **Safeguarding Officer**, who is currently Jodie Barwick-Bell (Chopwell Regeneration CIO chairman).

### 7.3 Reporting channels if you have concerns

Where staff or volunteers believe a child or vulnerable adult is at immediate risk they should take any reasonable steps within their role to protect the person at risk from immediate harm, for example:

- Call an ambulance or a GP if someone needs medical attention
- Call the police if a crime is taking place or has just taken place
- Separate the alleged perpetrator and victim if it is safe to do so

The person identifying the concern should not put themselves at risk. If a child or vulnerable adult discloses information to you about a possible abuse situation, either about another member of staff, a volunteer, another student or a member of the external community (parent /guardian etc.) you must report their disclosure in accordance with this policy.

- At the time of disclosure make accurate factual notes for your reference in the future
- Inform the child / vulnerable adult that you are going to have to pass the information on to Chopwell Regeneration CIO's Safeguarding Officer so that they are suitably supported, and that you cannot guarantee confidentiality. It is important to remember that a child or vulnerable adult cannot refuse for this referral to occur if they have made an allegation of abuse
- Contact the Safeguarding Officer as soon as possible and give a detailed factual account of the information disclosed to you
- The Safeguarding Officer will arrange to meet with both you and the child / vulnerable adult and will contact the appropriate external agencies e.g. Police, Social Services.

We are also committed to supporting staff or volunteers who raise concerns about the treatment of children / vulnerable adults by other adults working on behalf of the CRG. If need be, staff / volunteers can approach the local authority Safeguarding Team or Police independently to discuss any worries they may have about abusive acts or services if they:

- Have concerns that a colleague, volunteer or Director may be implicated
- Have grounds for thinking the Safeguarding Officer will not take the matter seriously and/or act appropriately to protect children / vulnerable adults
- Fear intimidation and/or have immediate concerns for their own or for a child / vulnerable adult's safety

Provided this is done in good faith, staff / volunteers will be protected by the Public Disclosure Act 1998.

## **8. Guidelines for working with children and vulnerable adults**

**8.1** Conduct meetings with children and vulnerable adults, either with another staff member present or in an open environment (e.g. leave office door open and do not hold meetings when lone working i.e. when others are out of eyesight/ earshot)

**8.2** If physical contact is necessary e.g. for demonstration purposes, ensure it takes place only with the full consent of the child / vulnerable adult and that its purpose is clear

**8.3** Do not use touch as a form of communication, even to comfort a child / vulnerable adult who is distressed

**8.4** Consider the implications of transporting children / vulnerable adults in your own vehicle, offer alternatives where ever possible so the child travels with peers

**8.5** Consider your expected behaviour in certain situations and what might be considered unacceptable, e.g. rough physical games, sexually suggestive comments, inappropriate language, doing things of a personal nature for a child / vulnerable adult.

**8.6** Do not share any views that are contrary to the values of Chopwell Regeneration CIO or may be deemed to encourage extremism or radicalisation.

**8.7** If you have a concern, do not ignore it. You are not expected to decide what is significant or whether abuse has happened but you are expected to share information.

## **9. Responsibility**

### **9.1 Board of Directors**

The Board of Directors recognises its overall responsibility for ensuring that Chopwell Regeneration CIO complies with its legal obligations.

### **9.2 Safeguarding Officer**

The designated Safeguarding Officer is responsible for recording a written account of the allegations as soon as they can - being careful to separate out opinions from facts.

Make sure that you have recorded:

- 1) Details of the incident or disclosure
- 2) The Safeguarding Officer's actions
- 3) Discussions with any other appropriate person

The Safeguarding Officer must then refer this information to the relevant investigating agencies.

The Safeguarding Officer will make a decision about whether an incident/situation is a safeguarding alert within 1 working day of the concern being raised.

## **10. Contact Numbers**

Useful contact numbers for any issues or concerns:

Gateshead Council's Children's Services (in confidence) on:

**0191 433 2653** (office hours: Monday – Friday 8.30am-5pm)

**0191 477 0844** (out of hours, at night, at weekends and bank holidays)

**Always phone 999 in an emergency**

## **11. Policy Review**

### **11.1 Responsibility**

The Safeguarding Officer has responsibility for carrying out the next review.

### **11.2 Timing**

This policy will undergo review every one (1) year, or as and when necessary. The next review is scheduled for 18 August 2021.

**11.3 Date approved by Board of Trustees 18 August 2020.**