

## Safeguarding Policy

The YMPS Trust is committed to ensuring all people who are involved in our activities are safe and treated with dignity and respect regardless of age, gender, disability, or ethnicity. We welcome all as members of the Trust and encourage active participation in all our activities which may include social events, fundraising, education, promotion. All our activities are planned to ensure we fulfil our stated objectives.

In addition the Trust is committed to provide a safe environment for everyone where children and adults will feel confident about sharing any concerns that they may have about their own safety or the well-being of others.

This policy relates to the safeguarding of children, young people and vulnerable adults.

This policy and accompanying procedural guidance is designed to promote the welfare of vulnerable groups or individuals, to protect from potential abuse and to protect volunteers from potential false allegations of abuse.

The key principles

The purpose of the Safeguarding Vulnerable Groups Act 2006 is to restrict contact between children and vulnerable adults and those who might do them harm.

All volunteers who may come into contact with vulnerable groups or individuals in the course of their activities are expected to adhere to this policy.

The child protection policy

This is a statement of intent that demonstrates a commitment to safeguard children involved with a charity from harm. The essential inclusions for a child protection policy are outlined below:

- the welfare of the child is paramount;
- all children without exception have the right to protection from abuse regardless of gender, ethnicity, disability, sexuality or beliefs;
- the policy is approved and endorsed by the board of trustees;
- who the policy applies to (i.e. all trustees and volunteers);
- children and parents are informed of the policy and procedures as appropriate;
- all concerns, and allegations of abuse will be taken seriously by trustees and volunteers and responded to appropriately - this may require a referral to children's services and in emergencies, the Police;
- a commitment to safe recruitment, selection and vetting;

- reference to principles, legislation and guidance that underpin the policy;
- arrangements for policy and procedures review;
- reference to all associated policies and procedures which promote children's safety and welfare e.g. with regards to: health and safety, anti-bullying, protection of children online, and photography.

### **Child protection procedures and systems**

Procedures and systems provide clear step-by-step guidance on what to do in different circumstances and they clarify roles and responsibilities. Systems for recording information and dealing with complaints are also needed to ensure implementation and compliance. Child protection procedures should be linked with the Local Safeguarding Children Board's procedures

The procedures and systems should include:

- A named person (and deputy) with a clearly defined role and responsibilities in relation to child protection, appropriate to the level at which s/he operates.
- A description of what child abuse is, and the procedures for how to respond to it where there are concerns about a child's safety or welfare or concerns about the actions of a trustee or volunteer. Relevant contact details for children's services, police, health and NSPCC helplines should be available.
- A process for recording incidents, concerns and referrals and storing these securely in compliance with relevant legislation and kept for a time specified by the insurance company.
- Guidance on confidentiality and information sharing, legislation compliant, and which clearly states that the protection of the child is the most important consideration.
- A code of behaviour for trustees and volunteers. The consequences of breaching the code are clear and linked to disciplinary and grievance procedures.
- Safe recruitment, selection and vetting procedures that include checks into the eligibility and the suitability of all trustees and volunteers who have direct or indirect (e.g. helpline, email) contact with children. In the case of trustees, because of their position within the charity, we take the view that whenever there is a legal entitlement to obtain a Disclosure and Barring check in respect of such a trustee, a check should be carried out. This goes beyond circumstances where the trustee comes into contact with children.
- A complaints procedure which is an open and well publicised way in which adults and children can voice concerns about unacceptable and/or abusive behaviour towards children.
- Systems to ensure that all staff and volunteers working with children are monitored and supervised and that they have opportunities to learn about child protection in accordance with their roles and responsibilities.
- Requirements for trustees, staff and volunteers to learn about child protection in accordance with and as appropriate to their roles and responsibilities.

- It is important that each charity's safeguarding policy and procedures are tailored to the type of contact that the charity has with children and it also needs to take into account any particular vulnerabilities of the children with whom the charity has contact; for example disabled children who are at increased risk of abuse; babies and toddlers who are vulnerable due to their age and dependence on adults;

It is important for all volunteers and others in contact with vulnerable groups or individuals to;

- Be aware of situations which may present risks and manage these.
- Plan and organise the work and the workplace so as to minimise risks.
- As far as possible, be visible in working with vulnerable groups or individuals.
- Ensure that a culture of openness exists to enable any issues or concerns to be raised and discussed.

### **Responding to Whistle Blowing and Allegations of Abuse**

By an individual

Any allegation of abuse made by an individual regarding a volunteer will be investigated and reported in line with the Trust's policy and procedures

Confidentiality

All suspicions and investigations are kept confidential and shared only with those who need to know.