

## **SAFEGUARDING POLICY**

The Blaggrave Trust (“The Trust”) provides support to organisations, primarily through grant-funding, that work with young people and young adults in all their diversity. This work is underpinned by our belief that we have a responsibility to promote the welfare of children and young people and keep them safe. Our Safeguarding Policy applies to all staff, trustees, any volunteers, students or anyone working or volunteering on behalf of the Trust and coming into contact with children and young people (see ‘Definitions’ in Appendix).

The purpose of this policy is:

- To protect young people and vulnerable young adults who are engaged in activity delivered by, or in partnership with, the Blaggrave Trust
- To provide staff, trustees, and partners of the Trust with the overarching principles that underpin the Trust’s approach to Safeguarding

We recognise that

- The welfare of the child is paramount, as enshrined in the Children Act 1989
- All children, regardless of race, disability, gender, racial heritage, religious belief, sexual orientation or identity have a right to equal protection from all types of harm or abuse
- Some children and young people are particularly vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- Working in partnership with children and young people, their parents, carers and other agencies is essential in promoting young people’s welfare.

We will seek to keep young people safe when we are working with and funding external organisations and individuals by:

- Prioritising charities for funding that safeguard children well: displaying a positive organisational culture and appropriate complementary procedures and checks
- Expecting all organisations we fund to have in place, and annually review, a child protection policy and procedures that safeguard young people’s welfare.
- Probing the safeguarding practice of organisations that we fund through questioning about policy and practice as part of our grants assessment

and monitoring.

- Checking that all externally commissioned parties who will work with young people, for example a research organisation, have an up-to-date safeguarding policy; and that their staff and board members have received appropriate, up-to-date training. We will ensure that any members of staff or consultants who will be directly working with young people have been DBS checked.
- Asking for written confirmation that contractors have read and will adhere to the safeguarding policies and procedures of the setting where they will be engaging with young people (for example a Blaggrave partner charity).
- Where necessary, sharing relevant safeguarding concerns appropriately.

We will also keep young people safe in our own work at Blaggrave by:

- Adopting good safeguarding practice by all staff and trustees, as outlined in the NSPCC guidance [‘What to do if you suspect child abuse’](#) and NSPCC [‘Safeguarding children and child protection’](#)
- Ensuring all Blaggrave staff and trustees are aware of their safeguarding responsibilities and know how to respond to concerns through attending safeguarding training at least every 3 years, and by providing effective follow up and management through supervision and support where necessary
- Ensuring all staff only use work-related channels (email, social media etc.) to contact any young people with whom we work directly, and that these channels are accessible to more than one member of staff.
- Having a lead trustee for safeguarding and child protection who ensures trustees keep safeguarding policies, procedures and measures fit for purpose and up-to-date
- Following the Trust’s ‘Principles for paying young people’ when we work with young people, or commission others to do so
- Practicing safer recruitment by ensuring all Blaggrave staff who will be working with young people directly hold an enhanced DBS check. We will accept checks undertaken for a previous role only if it is registered on the DBS Update service and of the level required, otherwise we will require completion of a new DBS check.
- Ensuring all staff have a grounding in the differences in safeguarding involved in working with those who are over 18, that is that the legal duty to

report safeguarding concerns are determined by consent, capacity and conversation.

- Reviewing this policy annually

## **Reporting Procedure**

The Trust recognises that abuse of vulnerable young adults and young people can take many forms including physical, emotional, sexual, financial and institutional. It is not the responsibility of anyone working within the Trust to decide whether or not abuse has taken place. Consequently, all cases of suspected or alleged abuse must be raised appropriately. The need to escalate concerns is essential as there may already have been worries expressed by other members of staff and/or partners and failure to report concerns may put a child, young person or vulnerable young adult at risk. <sup>[1]</sup><sub>SEP</sub>

It is the responsibility of the person that first becomes aware of a situation where there may be a child, young person or vulnerable young adult subject to, or at risk of, abuse to:

- Deal with the immediate needs of the person by:
  - *Reassuring the person concerned*
  - *Listening to what they are saying*
  - *Recording what you have been told/witnessed as soon as possible*
  - *Remaining calm and do not show shock or disbelief*
  - *Telling them that the information will be treated seriously*
  - *Not starting an investigation or asking detailed or probing questions*
  - *Not promising to keep it a secret*
- Inform the Blaggrave Trust's Director immediately (contact details of Blaggrave's Director and the Trustee responsible for safeguarding are on the following page)
- Record the factual details of the concern as soon as possible, using the Trust's Safeguarding Reporting form to include:
  - The allegation or concerns
  - Date and time of the incident/when the concern was raised
  - If appropriate, what the individual said regarding the abuse and how it occurred or what has been reported
  - The appearance and behaviour of the individual concerned
  - Any other factual information

- Clarity regarding the distinction between fact, opinion or hearsay

If a concern is raised with the Director, the Director will:

- Decide without delay on the most appropriate course of action (and noting that if the individual is over 18 i.e. an adult, this will be informed by the consideration as to whether or not they have given consent to the concern being taken further, or rather do not have the capacity to give consent.
- Deal with any immediate needs of the individual concerned, ensuring that no one else is put at risk
- Clarify the facts stated by the member of staff/volunteer
- On the same day that the concern is raised, raise the concern in writing to the Safeguarding lead for the organisation concerned
- If the Safeguarding lead for the organisation concerned is involved, the subject of the concern, or the Director does not have confidence in their ability to deal with it effectively, then the Director will make a formal referral on the same day as the concern/allegation has been raised to either Adult Social Care, Children's Social Care or the Police, wherever:
  - A crime has been, could have been, or yet could be committed
  - There is suspicion that an abuse has taken place
  - Other children, young people or vulnerable young adults are at risk.

Where a decision is made not to refer, the concern/allegation will be recorded together with the reasons for the decision.

**Persons responsible for this policy:**

**Clare Cannock, Blaggrave trustee** (clare.cannock@iowyouthtrust.co.uk)

**Jo Wells, Director** (jo.wells@blagravetrust.org)

Approved by Trustees on 6 October 2020

To be reviewed annually

Next review October 2021

## **Appendix: Definitions**

### **Young Person/Vulnerable Adult**

This policy, defines a young person as anyone aged less than 18 years. A vulnerable young adult is a person up to 25 years who:

- Is or may be in need of /eligible for Community Care Services by reason of mental or other disability, age or illness
- **AND** is unable to take care of themselves
- **OR** is unable to protect themselves from significant harm or exploitation

This includes people:

- With a mental health need
- With a learning difficulty
- With physical impairment
- With sensory impairment
- With substance or alcohol dependency
- Who receive personal care, nursing or support to live independently in their own home or a care home
- Who are older and frail
- Who are family carers providing assistance to another vulnerable adult<sup>[1]</sup><sub>[SEP]</sub>

### **The Legal Framework**

The policy has been drawn up on the basis of law and guidance that seeks to protect children, young people and vulnerable adults, namely:

- The Children Act (1989)
- The United Convention of the Rights of the Child (1991)
- The Data Protection Act (1998)
- The Human Rights Act (1998)
- The Sexual Offences Act (2003)
- The Children Act (2004)
- Safeguarding Vulnerable Groups Act (2006)
- Protection of Freedoms Act (2012)
- The Children and Families Act (2014)
- SEND Code of Practice: 0-25 years (2014)
- Information Sharing: Advice for Practitioners (2015)
- Working Together to Safeguard Children (2015)