

POLICY:

Safeguarding Children and Adults at Risk

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Document Control

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| Name and reference: Adult Safeguarding Procedure | Document Author: Rachel Batten – External Safeguarding Consultant | Document Date: April 2023 | Approved by: Board of Trustees Date: April 2023 |
| Date reviewed: December 2023 | Revised by: Valeria Tavares / Rochell Rowe | Revision No.: 1 Revision date: December 2023 | Approved by: Board of Trustees Date: January 2024 |
| Due for review: January 2025 | | | |

1.0 Purpose of this policy

The Blaggrave Trust believes in a world where all young people have hope, access to the support they need, a stake in society and influence over their futures.

To carry out this vision, we fund and collaborate with partners to bring lasting change to the lives of children and young adults investing in them as powerful forces for change and acting upon their right to be heard in pursuit of a fair and just society. We do this work through funding exceptional youth charities, individual change makers (aged 18 to 30), and better youth policy through research and advocacy.

The Blaggrave Trust and its employees are committed to promoting the welfare of all that come in contact with our work and keeping children and vulnerable young adults safe from harm. We believe that embedding and promoting a safeguarding culture is everybody's responsibility. **This policy sets out how we ensure this happens.**

The purpose of this policy is:

- To keep safe from harm children (all those under the age of 18) and vulnerable adults (aged 18 or over, identified as 'at risk adults') who are engaged in activity delivered by, or in partnership with (i.e. individuals directly or youth charities), the Blaggrave Trust.
- To promote welfare of children (all those under the age of 18) and young adults (aged 18 or over)) who are engaged in activity delivered by, or in partnership with (i.e. individuals directly or youth charities), the Blaggrave Trust.
- To provide staff, trustees, individuals, and partners of the Trust with the overarching principles that underpin the Trust's approach to Safeguarding.

This Policy applies to all staff, trustees, freelancers, advisers, any volunteers, students, or anyone else working or volunteering on behalf of the Trust; regardless of whether or not they directly work with children or vulnerable adults.

This policy also applies to all young adults who we have funded directly that may not currently have their own safeguarding processes in place. This will be outlined to the young adult upon successful application of funding following an assessment process.

Safeguarding is everyone's business.

2.0 Glossary of terms

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|-------------------------|--|
| Vulnerable Adult | An older term under the Care Act 2014 that has now been replaced with 'Adult at Risk' (see below). |
| Adult at risk | A person 18 years and over, where safeguarding duties apply, that meets the following criteria: |

| | |
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| | <ul style="list-style-type: none"> • has needs for care and support (whether or not the local authority is meeting any of those needs) • is experiencing, or at risk of, abuse or neglect. • as a result of those care and support needs, is unable to protect themselves from either the risk of, or the experience of, abuse or neglect. |
| Young adult | Any person between the ages of 18 years and 30. |
| Children | As per the Children Act 2004, this is a legal term that refers to all those who have not yet reached their 18th birthday. Duty of care for this group may include those referred or accessing any activity or project delivered by The Trust or through that delivered by individual grantees who operate under The Trusts safeguarding policy and procedures. |
| Adviser | A person 18 years or older that is paid on a freelance basis by The Trust to provide expertise in specific youth-focused programs. These individuals are usually part of a group of advisers who are facilitated by an externally contracted facilitator. |
| Non-constituted individuals / collectives | A young adult or a collective of young adults who have received a grant from The Trust and whose funded work is not supported nor affiliated in any way with a charity or regulated body outside of The Trust. This person will most likely operate under The Trust's safeguarding policies and procedures, including this one. |
| Delivery partner | A group, individual or organisation that has received a grant from The Trust. |
| Staff | A paid individual with either an employment or freelance contract with Blaggrave (this does not include 'young advisors'). |
| Designated Safeguarding Lead (DSL) | A role and person within the organisation who has ultimate responsibility for operational safeguarding processes and procedures. |
| Designated Safeguarding Officer (DSO) | Roles of one or more individuals within the organisation who supports the DSL, in a deputised role, to carry out their safeguarding duties. |
| Trustee Safeguarding Lead (TSL) | A role and person on the trustee board who is responsible for ensuring organisational compliance to legislation and external regulators. |
| Disclosure Barring Service (DBS) | A government service that helps employers make safer recruitment decisions. |
| The Trust / Blaggrave | The Blaggrave Trust |

3.0 Statement of Intent

The Trust funds and works with young adults through its individual youth grant making

projects. Many of these individual grantees fall under Blaggrave's safeguarding policies and procedure as a condition to their funding. Some of these funded projects may by extension work directly with children and/or adults at risk in which Blaggrave thereby holds a duty of care. Some, including those recruited to young advisory panels run by Blaggrave (utilising external facilitators), may also at times become adults at risk themselves and require safeguarding support through Blaggrave's adult safeguarding procedures.

The Trust also holds a responsibility to ensure that those whom it funds, such as established youth charities, also have appropriate safeguarding processes in place. This is done through thorough due diligence processes to ensure The Trust does not inadvertently fund any such group that may cause, by omission or commission, harm to children or adults at risk.

The Trust recognises that everyone has the right to feel safe. No-one should suffer from abuse, especially children and adults at risk. Unfortunately, that is not the reality and The Trust has a legal duty to ensure it does all it can to prevent abuse.

4.0 Our responsibilities

We recognise that:

- The welfare of all is paramount.
- Safeguarding is everyone's business.
- All children and young adults, regardless of race, disability, gender, racial heritage, sex, religious belief, or sexual orientation have a right to equal protection from all types of harm or abuse.
- Some children and young adults 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 adults, including their families, carers, and other agencies is essential to safeguarding – ensuring, wherever possible, that safeguarding is personal to the needs and wishes of the child or adult at risk.

5.0 What we will do at The Blaggrave Trust

We will seek to keep children and adults at risk safe in our own work by:

- Providing an environment in which children and adults at risk feel listened to, safe, and valued.
- Building a safeguarding culture where staff and volunteers, children, and adults treat each other with respect and are comfortable about sharing concerns.
- Appointing a DSL, and appropriate number of DSOs responsible for dealing with any safeguarding concerns regarding children or adults at risk.
- Ensuring the DSL and DSO's will be trained to 'Safeguarding Lead' training standard. They will also endeavour to keep up to date on new or revised national guidance,

legislation, and information pertaining to safeguarding and preventing abuse of adults at risk and children.

- Appointing a TSL who will be responsible for overall safeguarding regulatory and legislative compliance including annually reviewing the policy together with the DSL.
- Adhering to our 'Safer Recruitment Procedures' in recruitment of new staff or volunteers – this includes trustees.
- Providing effective management for staff and volunteers through supervision, support, training, and quality assurance measures so that all staff and volunteers know about and follow our policies, procedures, and behaviour codes confidently and competently.
- Ensuring that the DSL or DSOs understand their responsibility to refer incidents and concerns of abuse to the relevant statutory agencies (e.g. police, social services).
- Always seeking to gain consent from children or adults at risk before sharing information about them with another agency. If consent to share information isn't given by a child a decision based on their best interests may be made to do so anyway. If this is the case for an adult at risk, information may only be passed externally in a 'best interests decision' if the person is deemed to not have capacity, or are within [certain exceptions](#). It is important however, that staff consider the risks of **not** sharing information when making decisions.
- Using our '[Whistleblowing Policy](#)' to manage any allegations against staff and volunteers.
- Ensuring all Blaggrave staff and trustees are aware of their safeguarding responsibilities and know how to respond to concerns. We will do this by:
 - Providing an effective induction including internal safeguarding training.
 - Providing safeguarding training for all staff and trustees at least every 3 years.
 - Offering effective follow up and management through supervision and support where necessary.
- Ensuring all staff have a grounding in the differences between child and adult safeguarding.
- Ensuring all Blaggrave staff who will be working with vulnerable groups directly hold the relevant 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 only use work-related channels (email, work phones, work social accounts etc.) to contact children, young advisors, and individual grantees.
- Following The Trust's 'Principles for paying young people' when we work with young adults, or commission others to do so.
- Recording, storing, and using information confidentially and securely, in line with GDPR legislation and guidance.
- Ensuring this policy and related procedures are publicly accessible via the website and to staff directly.
- Reviewing this policy annually through consultation between the DSL and TSL.

In addition, we will seek to promote the welfare of all adults in our own work by:

- Providing an environment in which all adults feel listened to, safe, and valued.
- Building a culture where staff and volunteers, children, and adults treat each other with respect and are comfortable about sharing concerns.
- Providing effective management for staff and volunteers through supervision, support, training, and quality assurance measures so that all staff and volunteers know about and follow our policies, procedures, and behaviour codes confidently and competently.
- Using our ['Whistleblowing Policy'](#) to manage any allegations against staff and volunteers.

6.0 What we will do when working with and funding individuals

We will seek to keep children and adults at risk safe by:

- Carrying out thorough due diligence checks, of potential individual grantees and their projects. All must be able to demonstrate a positive and effective safeguarding culture within their project. We will also initially check if our individual grantees:
 - Have in place, and annually review, a safeguarding policy which is appropriate for their work.
 - Have in place, and annually review, appropriate safeguarding processes and procedures.
 - Offer some basic safeguarding training to all staff.

To ensure we reach as many diverse groups as possible and reduce the barriers that traditionally prevent access to funding, where the above is not in place, or requires some improvement, Blaggrave's safeguarding policies and procedures will be adopted by the individual grantee. This support will be conditional to their acceptance of funding, and will include access to:

- Basic safeguarding training.
- Training to use Blaggrave's safeguarding procedures.
- 1-2-1 support to help the individual grantee to draft their safeguarding policy and embed the safeguarding culture in their work.
- Blaggrave's full range of safeguarding systems, including 1-2-1 access to DSOs to provide advice and guidance as needed in working directly with children and adults at risk.

7.0 What we will do when working with and funding delivery partner organisations

We will seek to keep children and adults at risk safe by:

- Checking that all externally commissioned delivery partners organisations who work with children or adults at risk (e.g., a research organisation or charity) have:
 - an up-to-date and appropriate safeguarding policy and working procedures.
 - provided staff and board members with appropriate safeguarding training.
 - undertaken appropriate DBS checks on staff or volunteers who will be directly working with children and/or adults at risk.
 - where appropriate, provided written confirmation that they have read and will adhere to the safeguarding policies and procedures of the setting where they will be working (for example a school).
- Ensuring delivery partners understand our requirements for them to share any whistleblowing allegations with us. This will not result in the risk of funding being withdrawn unless negligence is found, or the details of any investigation are intentionally kept hidden from The Trust. Where useful, Blaggrave will provide advice and guidance to support delivery partners to undertake a whistleblowing investigation.

8.0 What we will do when working with young advisers

We will seek to keep children and adults at risk safe by:

- Following our safer recruitment processes when appointing external facilitators – ensuring they have expertise in working with vulnerable groups, including safeguarding knowledge and understanding.
- Paying advisers a fair wage for their expertise following The Trust’s ‘Principles for paying young people’.
- Conducting interviews with potential new advisers to ensure the role is suitable and any commitments can be kept. Ensure appointment of advisers’ expertise comes from ‘lived experience’ and not ‘living experience’.
- A member of the safeguarding team reviewing risk assessments put in place when undertaking new pieces of work with any advisory group.

9.0 How we will report safeguarding concerns

The Trust recognises that abuse of adult at risk and children can take many forms including physical, emotional, sexual, neglect, self-neglect, domestic, financial, discriminative, modern slavery, 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 following the relevant procedure. The need to escalate concerns quickly is essential as there may already have been worries expressed by other members of staff and/or partners. Failure to report concerns may put a child or an adult at further risk of harm.

It is the responsibility of the person that first becomes aware of a situation where there may be a child or adult at risk of harm to follow the Blaggrave Safeguarding procedures.

This document can be accessed below:

- [Adult safeguarding procedure](#)
- [Child safeguarding procedure](#)
- [Whistleblowing policy](#)

10.0 The Blaggrave Trust's safeguarding team

The named procedures in section 9.0 will provide detailed step by step information on what to do should you have a safeguarding concern. The safeguarding team at The Trust, and ways to contact, are also named below:

- **Trustee Safeguarding Lead** – Clare Cannock – tsl@blagravetrust.org
- **Designated Safeguarding Lead** – Valeria Tavares – valeria@blagravetrust.org (07713 643 209)
- **Designating Safeguarding Officer** – Rochell Rowe rochell.rowe@blagravetrust.org (07565 228 517)

11.0 Legislative Framework and Regulatory Guidance

This policy, and related procedures, has been drawn up based on legislation, policy, and guidance that seeks to protect children and vulnerable adults in England. This includes:

- [The Children's Act \(1989\)](#), and the [Children's Act \(2004\) revised](#)
- [The Care Act \(2014\)](#)
- [Working Together to Safeguard Children \(2023\)](#), Department for Education
- [Safeguarding and protecting people for charities and trustees \(2017\)](#), The Charity Commission
- [The Sex Offenders Act \(1997\)](#) and [the Sexual Offences Act \(2003\)](#)
- [The Safeguarding Vulnerable Groups Act \(2006\)](#), amended by [the Protection of Freedoms Act \(2012\)](#)
- [The United Convention of the Rights of the Child \(1991\)](#)
- [The Data Protection Act \(1998\)](#)
- [The Human Rights Act \(1998\)](#)
- [Protection of Freedoms Act \(2012\)](#)
- [The Children and Families Act \(2014\)](#)
- [SEND Code of Practice: 0-25 years \(2014\)](#)
- [Information Sharing: Advice for Practitioners \(2015\)](#)

12.0 Supporting Documents

This policy statement should be read alongside The Trust's organisational policies, procedures, guidance and other related documents, including:

- [Safeguarding Vulnerable Adults – Procedure](#)
- [Safeguarding Children – Procedure](#)

- [Whistleblowing Policy](#)
- Grievance Procedure including anti-bullying and harrassment (in staff handbook)
- Equality and Diversity (in staff handbook)
- Safer Recruitment – Policy

The policies and procedures are available on the website or by request.