

Safeguarding Children and Vulnerable Adults Policy

Status of this document: Approved Jan 2017 by Board of Trustees

Amended: May 2017 by Safeguarding Coordinator

Date for Review: May 2018



Essex Wildlife Trust is committed to safeguarding all staff, volunteers, trustees, EWT members and members of the public who use the Trust land and facilities and to protecting children and vulnerable adults from abuse. We are committed to practices that protect everyone from harm whilst accessing our provision.

The EWT policy regarding safeguarding is:

- To protect children and vulnerable adults who use the services and facilities of Essex Wildlife Trust,
- To provide staff and volunteers with the overarching principles that guide our approach to safeguarding and child protection.

Legal framework:

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

- Children Act 1989,
- United Convention on the Rights of the Child 1991,
- Data Protection Act 1998,
- Human Rights Act 1998,
- Sexual Offences Act 2003,
- Children Act 2004,
- Safeguarding Vulnerable Groups Act 2006,
- Protection of Freedoms Act 2012,
- Children and Families Act 2004,
- Special Educational needs and disability code of practice 2014,
- Information sharing: Advice for practitioners safeguarding services to children and families 2015,
- Working together to safeguard children: a guide to inter-agency working to safeguard and promote the welfare of children 2015.

The Safeguarding policy and procedure will be reviewed every 6 months and updated where necessary. All staff and volunteers will be informed of any changes. Other policies/procedures/codes of practice relating to working with children/vulnerable people will be reviewed as outlined on the document.

This policy should be read alongside the policies/procedures/guidance documents:

- Recruitment,
- Health and safety,
- Lone working,
- Whistleblowing,
- Complaints,
- Code of conduct for staff and volunteers,
- Recording and information sharing,
- Role of the designated safeguarding lead,
- What to do if you are worried about a child/adult,
- Safeguarding Procedure

We recognise that:

- The welfare of the child is paramount, as enshrined in the Children Act 1989,
- The welfare of a vulnerable adults is paramount as enshrined in the Safeguarding Vulnerable Groups Act 2006,
- Children and vulnerable adults regardless of age, religion or belief, race, disability, sex, sexual orientation, gender reassignment, marriage, civil partnership, pregnancy and maternity, have a right to equal protection from all types of harm or abuse,
- Some children may be additionally vulnerable due to the impact of previous experiences, their level of dependency, communication needs or other issues,
- Working in partnership with children, adults and other agencies is essential in promoting welfare.

We will seek to keep children and vulnerable adults safe by:

- Valuing them and listening to and respecting them,
- Appointing a Designated Safeguarding Lead and a lead Board Member for Safeguarding,
- Appointing a Safeguarding Officer at each of our Centres,
- Training relevant staff in safeguarding awareness (appendix 1) and logging this information,
- Undertaking DBS and DBS enhanced barred checks on those who work with, or oversee those who work with children (see appendix 1)
- Encouraging reporting of concerns,
- Adopting child protection and safeguarding practices through procedures and a code of conduct for staff and volunteers,
- Developing and implementing an effective e-safety policy/procedure,
- Providing effective management for staff and volunteers through supervision, support, training and quality assurance measures,
- Recruiting staff and volunteers safely, ensuring all checks have been completed
- Recording and storing information securely,
- Sharing safeguarding guidance via leaflets, posters, training and one-to-ones,
- Using our safeguarding procedures to share concerns with relevant agencies, involving children and vulnerable adults and families appropriately,
- Creating and maintaining an anti-bullying environment and dealing effectively with any bullying that arises,
- Ensuring that we provide a safe physical environment for all by applying health and safety measures in accordance with the law and with regulatory guidance,
- Engendering a culture of openness and honesty where people can be challenged and where unacceptable behaviour is reported (follow procedure). It is a legal responsibility to report concerns,
- Essex Wildlife Trust recognises the importance of building a culture of openness and honesty, where people can be challenged. See Whistleblowing procedure,
- Confidentiality,
- Keeping all incidents and concerns confidential and ensuring they are only shared with Safeguarding Officer, DSL, CEO or appointed Trustee.

CONTACTS:

Designated Safeguarding Lead (DSL)

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Staff and volunteers who require a DBS check

The DBS enables safer recruitment and it is a legal requirement for employers who have staff undertaking regulated* activity to report any safeguarding concerns to the DBS. It is illegal for anyone barred by DBS to work, or apply to work with children and vulnerable adults. It is illegal for an employer to employ a person on the barred list.

The list below outlines those within Essex Wildlife Trust that qualify for a DBS check:

- All education/ other staff and volunteers working directly with children,
- All managers responsible for and supervising staff that work directly with children
- All group leaders or work party leaders working directly with children
- All staff and volunteers working alongside children in visitor centre activity on a regular basis. * In a 'one-off' situation a DBS checked member of staff or volunteer must be present at all times,
- All safeguarding officers.

**supervising children, frequently (once a week or more), health or personal care, at a specified place eg: school, contact with children. Managing any household activities for adults, such as cash handling, paying bills or shopping, transporting, personal care or social work.*

Safeguarding Training.

- All education staff to level 1.
- All education managers to level 1.
- All volunteer leaders to complete in-house session.
- All appropriate volunteers to complete in-house session.
- All safeguarding officers to level 1.