



Group - Volunteers and members of the public engaging with Friends of Clyne and Melincourt

## **Safeguarding Policy**

### **1. Safeguarding aspiration**

All people have a right to live safely and securely

### **2. Policy Purpose**

To protect children and adults who come into contact with Friends of Clyne and Melincourt through any of our activities, from abuse and neglect.

To set out the key elements and overarching principles of commitment to safeguarding adults and children.

To take all reasonable steps to safeguard volunteers Friends of Clyne and Melincourt and to protect them from abuse and mistreatment of any kind (including neglect). will Friends of Clyne and Melincourt will take all necessary steps to protect from harm volunteers and others who come into contact with the group through its voluntary work.

### **3. Policy Scope**

This policy applies to all volunteers and members of the public who engage with Friends of Clyne and Melincourt

### **4. Introduction**

Friends of Clyne and Melincourt recognises it has a ethical duty of care towards volunteers and members of the public who come in to contact with the group where it is aware that they may experiencing, or at risk of experiencing, abuse, neglect, or coercive behaviour whilst volunteering. It will, in accordance with this policy, ensure that its response to any safeguarding issue is dealt with as a matter of urgency and is appropriate. This may involve referring a case to a statutory or third sector body. At all times Friends of Clyne and Melincourt will use its best endeavours to ensure that any such referral has provided the appropriate protection for the volunteers and members of the public.

Friends of Clyne and Melincourt is committed to Safeguarding volunteers and members of the public from abuse, mistreatment, and neglect, and protecting their right to



volunteer in safety. Effective policies and procedures relating to this are essential to minimise the risk of abuse and to enable them to disclose that they are being abused in a safe environment.

Abuse takes many forms including, physical, financial, emotion or psychological, sexual and neglect. It can also take the form of coercive and controlling behaviours which is an act or a pattern of acts of assault, threats, humiliation and intimidation or other abuse that is used to harm, punish, or frighten their victim.

## 5. Policy Statement

Friends of Clyne and Melincourt will not tolerate any form of abuse and believe that volunteers should be able to volunteer in an environment which is safe from abuse, mistreatment, and neglect.

In all situations Friends of Clyne and Melincourt believes that everyone is entitled:

- To be treated with dignity
- To volunteer and to be enabled to do so
- To the protection of the law
- To have their rights upheld regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex, and sexual orientation.

Where abuse is suspected, Friends of Clyne and Melincourt aim to respond to the situation in a way which is:

- Caring - volunteers are committed to developing a positive relationship with the individual, actively listening to their concerns and being sensitive to their needs
- Steering group volunteers are fully aware of and follow the correct procedures and are encouraged to seek further advice and guidance at every stage of the process. The implementation of the procedures should result in prompt, timely and appropriate action
- Enabling – a commitment is made to ensuring that the volunteers wishes are respected and that the volunteer is given all the support and information possible to assist them in making informed and freely made decisions about possible actions to be taken

In working with volunteers Friends of Clyne and Melincourt will ensure these individual rights and organisational values are promoted and upheld



## **6. Guiding Principles**

**Prevention** – We take steps to prevent abuse or harm, including the use of safe volunteering recruitment practices, promoting safe volunteering practice, and raising awareness of safeguarding

**Protection** – We provide policy, procedures, information, and training to enable all to Friends of Clyne and Melincourt identify and respond appropriately to concerns about abuse

**Partnership** - Friends of Clyne and Melincourt work in partnership with other organisations to ensure that safeguarding concerns are responded to appropriately.

**Empowerment** – We are person centred / led and uphold all rights and especially Human Rights in our safeguarding work

**Accountability** - We aim to be transparent in our approaches and recognise the need for continuous learning and improvement

## **7. Roles & Responsibilities**

**All volunteers and members of the public engaging with the group.**

All Volunteers have a part to play in safeguarding others and themselves. Steering Group Volunteers will ensure that all volunteers have an awareness of our Safeguarding Policy, Guidance and Procedures.

## **8. Breaches of Policy**

Failure to comply with the Friends of Clyne and Melincourt safeguarding policy may be managed in a number of ways, depending on the nature and consequences of any incident. In some cases, a combination of responses may be required.

- Local authority co-ordinated safeguarding enquiry or investigation
- Police investigation

## **9. Confidentiality and disclosure**



Any information disclosed to Friends of Clyne and Melincourt about suspected abuse or neglect will be subject to the legal duty of confidentiality. Although this normally means that it will not be shared, there may be situations where the public interest requires disclosure. These include:

- a crime is suspected or
- allegations that involve a volunteer,
- there is a risk of serious harm to that person or any person, or
- there is concern that someone is under coercive control,

In such a situation every reasonable effort will be made to secure consent to such disclosure first, or failing that, to inform the volunteer that a disclosure to a third party will be necessary. Where a need is established, disclosure should be limited as much as possible, both in information passed and the third parties to whom it is disclosed. Such a third party must be the relevant and appropriate authority, for instance the police or the Safeguarding Team in the local authority.

Any information will be retained and protected in accordance with the General Data Protection Regulations and the Data Protection Act 2018. The information will only be shared in accordance with the Regulation and the Act.

## 10. Definitions

Adult at risk of abuse or neglect

For the purposes of this policy, adult at risk refers to someone over 18 years old who, according to paragraph 42.1 of the Care Act 2014:

- As care and support needs
- Is experiencing, or is at risk of, abuse or neglect
- As a result of their care and support needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

If someone has care and support needs but is not currently receiving care or support from a health or care service, they may still be an adult at risk

Children and young people are defined as those persons aged under 18 years old. This policy will apply to all staff, contractors and volunteers and will be used to support their work.

“Safeguarding and promoting the welfare of children” is defined in Working Together 2023 as:

- Providing help and support to meet the needs of children as soon as problems emerge



- Protecting children from maltreatment, whether that is within or outside the home, including online
- Preventing impairment of children's mental and physical health or development
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care

## **11. Duty of Care**

Every volunteer has a moral duty to report any witnessed, disclosed, alleged, or suspected abuse to or a Steering group volunteer as a matter of urgency.

It is an essential duty for Steering group volunteer to take reasonable steps to safeguard volunteers and to protect them from abuse and mistreatment of any kind (including neglect).