

Addingham Civic Society

Safeguarding Policy



Safeguarding is everyone's responsibility: (Age UK Sept 2017)

Introduction

The Civic Society has a large membership mainly of older people. Its activities bring Trustees and volunteers into contact with this membership through a range of activities such as Members' Meetings, Local Projects and Fund Raising Activities.

Through its wider work within the community the Trustees and Volunteers also come into contact with residents from all parts of the community.

Aims of the Policy

To promote the welfare of residents (Constitution Object 4.5)

To raise safeguarding awareness

Who may be at Risk

The Society recognises that through its range of activities Trustees and Volunteers may come into contact with residents who are vulnerable to limited social conditions, loneliness or abuse. This could be in any sector of the community.

Trustees' Responsibilities

Vulnerable Adults

If, through Society activities, a safeguarding concern is noted, the Age UK Guidance will be followed.

If the resident wishes the concern to be followed up, an extraordinary and confidential meeting of the Officers' Committee will review the situation without naming the individual.

National Guidance should be followed and the incident be discussed confidentially with Age UK.

Reporting On advice from the Officers' Committee the Chairman is responsible for reporting, where necessary, to the police, social services and other agencies, and where the criteria are met, send a serious incident report to the Charity Commission.

Guidance on Reporting to be found at:

<https://www.gov.uk/guidance/safeguarding-duties-for-charity-trustees#dealing-with-safeguarding-incidents-and-allegations>

Vulnerable Children

Some of the activities of the Society involve working with the village youth organisations. There must always be a responsible adult present from the relevant youth organisation who is in overall charge.

At no time should Trustees or Volunteers work alone with children under eighteen years of age.

When working with Duke of Edinburgh Gold and Silver Award Volunteers at least one ACS adult present must have a current Disclosure and Barring Service (DBS) check.

If a concern is noted about a child during a Civic Society activity the concern must be reported in confidence to the responsible person from the youth organisation.

Volunteers

Volunteers must also be protected from harm and should be aware of the Society policy regarding bullying, harassment and whistleblowing.

Insurance

Trustees must ensure that adequate insurance is in place to cover the activities of the Society.

Making Grants to other Organisations

Trustees must ensure due diligence is carried out to ensure that any grant recipient is suitable and, where appropriate, has safeguarding policies in place.

Protecting Trustees, Volunteers and the Society from Allegations

Trustees/Volunteers should work in pairs or groups in order to protect themselves against allegations.

This Safeguarding Policy was agreed and minuted at a meeting of the Board of Trustees on: 19th March 2019

Signed: *J Robinson* Position: Chairman

Policy Review: No changes

Date of review: Trustees' Meeting on the 13th April 2021

Signature: *J. Robinson* Position: Chairman