

Ambleside Action for a Future (AAFAP)

A Charitable Incorporated Organisation
Charity number 1188921



Safeguarding Policy

Introduction

Ambleside Action for a Future (AAFAP) is committed to proactively safeguarding children, young people, vulnerable adults and our members whilst undertaking work or activities on behalf of the charity.

AAFAP will seek to prevent any abuse, prejudice, bullying or harassment of anyone attending group meetings or other AAFAP events.

This policy seeks to ensure that AAFAP undertakes its responsibilities with regard to safeguarding and responds to concerns appropriately. The policy establishes a framework to support members in their practices and clarifies the charities expectations. The policy applies to all AAFAP members.

Legislation

The principal pieces of legislation governing this policy are:

- The Care Act 2016
- Working together to Safeguard Children 2015
- The Protection of Freedoms Act 2012
- Safeguarding Vulnerable Groups Act 2006
- The Children Act 2004
- The Adoption and Children Act 2002:
- Care Standards Act 2000
- Human Rights Act 1998
- Public Interest Disclosure Act 1998
- The Police Act – CRB 1997
- The Children Act 1989
- Mental Health Act 1983
- NHS and Community Care Act 1990
- Rehabilitation of Offenders Act 1974

Definitions

Safeguarding is about embedding practices to ensure the protection of children and or vulnerable adults wherever possible in contrast, child and adult protection is about responding to circumstances that arise.

Abuse is a selfish act of oppression and injustice, exploitation and manipulation of power by those in a position of authority. This can be caused by those inflicting harm or those who fail to act to prevent harm. Abuse is not restricted to any socio-economic group, gender or culture. It can take a number of forms, including the following:

- Physical abuse
- Sexual abuse
- Psychological or Emotional abuse
- Neglect or Omission to act
- Financial or material abuse
- Child Sexual Exploitation
- Modern Slavery
- Self Neglect
- Domestic Abuse
- Institutional Abuse
- Discriminatory Abuse
- Harassment
- Radicalisation

A **child** is defined as under the age of 18 as defined in the United Nations convention on the Rights of a Child.

A **vulnerable adult** is a person aged 18 year or over who may be unable to take care of themselves or protect themselves from harm or from being exploited. This may include a person who; is elderly and frail; has a mental illness including dementia; has a physical or sensory disability; has a learning disability; has a severe physical illness; is a substance misuser; is homeless.

Responsibilities

All Ambleside Action for a Future members have responsibility to follow the guidance laid out in this policy and related policies and to pass on any welfare concerns using the required procedures.

We expect all members to promote best practice by being good role models; contribute to discussions about safeguarding and to positively involve others in developing safe practices.

The Trustees are responsible for;

- ensuring this policy is in place and that the policy is accessible to all members and the public through the website;
- providing support to members to ensure they understand their responsibilities in relation to safeguarding;
- The receipt of, and responding to, safeguarding concerns and dealing with these seriously, swiftly and appropriately;
- Maintaining appropriate records of safeguarding concerns as reported by staff or members of the public in relation to activities of its members.
- Developing any necessary links to relevant agencies in dealing with these matters.

The Chair of Trustees will undertake the role of Safeguarding Lead for Ambleside Action for a Future.

This policy will be monitored and reviewed by Trustees on an annual basis.

Working with Children or Vulnerable Adults

Whenever possible, any children or young people taking part in an AAFAF activity should be accompanied and supervised by their parent or legal guardian, or should be part of or a group organised by a school or youth organisation and be accompanied and supervised by their teacher or youth worker.

Children or young people should only take part in an AAFAF activity unaccompanied by a parent or guardian with parental consent.

Any adult working on behalf of AAFAF with children, young people or vulnerable adults who are not accompanied by a parent or guardian must be approved to do so by the trustees. Approval should be carried out by a committee of at least two trustees and should involve appropriate vetting procedures including an interview and references.

When the activity is within the legal definition of a 'regulated activity', vetting must include a Disclosure and Barring Service (DBS) enhanced check with barred list check. 'Regulated activity' includes teaching, training, instruction or supervision, provision of advice or guidance to children relating to their wellbeing, or driving a vehicle that is being used solely for conveying children and their carers or supervisors, when the same person carries these out once a week or more, or on four or more days in a 30-day period. Such a DBS check is not required if the person is working under the supervision of someone who has undergone such a check.

When the activity is not a 'regulated activity', consideration should be given as to whether a basic, standard or enhanced DBS check should be required (a barred list check is not available in this case). This decision should depend on the nature of the activity and other vetting information available.

When working with children, young people or vulnerable adults, AAFAF members should:

- always be publicly open, and avoid situations where they and an individual child or young person or vulnerable adult are completely unobserved;
- when physical touching is necessary, seek permission and do it openly – ideally with other adults present;
- comfort or reassure a distressed child, young person or vulnerable adult in an age-appropriate way, whilst maintaining clear boundaries;
- follow AAFAF's reporting procedures if a child or young person or vulnerable adult makes a disclosure of abuse.

When working with children, young people or vulnerable adults, AAFAF members should not:

- engage in rough, physical or sexually provocative games or horseplay;
- allow or engage in inappropriate touching in any form;

- allow children or young people to use inappropriate language unchallenged;
- make sexually suggestive comments, even in fun.

Photographs of children or young people should not be taken or used without parental consent.

When AAFAF engages third parties to deliver or support its activities, we will carry out appropriate due diligence to ensure that appropriate safeguarding measures are in place.

Reporting of Safeguarding Concerns

The process outlined below, details the stages involved in raising and reporting safeguarding concerns at Ambleside Action for a Future.

- In the case of any concerns all members are expected to treat everyone fairly and with sensitivity.
- Any member who encounters concerns for the welfare of a young person during an AAFAF activity or event should raise their concern immediately with the person responsible for their supervision. If still concerned, they should follow the steps below.
- If any member encounters a concern for a vulnerable adult, event attendee or fellow AAFAF member, they should raise their concern immediately with a Trustee or if during an AAFAF event where no Trustee is present, with the AAFAF member taking responsibility for that event.
- The Trustee or Event Leader should take actions where possible to protect the individual concerned which may include alerting the authorities for support.
- The Trustee or Event Leader should ask the member reporting the concern to document the concerns and ensure the details of anyone else who witnessed the specific event are obtained in case follow-up is required.
- A written report of the safeguarding concern, actions undertaken and agencies or individuals involved should be prepared with the Trustee or Event Leader present and passed to the Safeguarding Lead within 24 hours.

Allegations involving a member of AAFAF

The Trustees commit to handling any incidents or allegations involving its members or fellow Trustees swiftly and appropriately. These safeguarding concerns could cover a wide range of circumstances and may be raised by another AAFAF member or by a member of the public.

Concerns of this nature should be raised directly with the Safeguarding Lead, or if not appropriate with another Trustee.

Please email aactionfaf@gmail.com or write to us at the following address: AAFAF, Dillygarth, Loughrigg, Ambleside, Cumbria, LA22 9HF.

Monitoring and Reporting

The Trustees will ensure data gathered, recorded and stored in relation to safeguarding concerns or incidents raised will be handled in line with its privacy policy.

All members must be aware that they have a duty to share information with other agencies in order to safeguard children and vulnerable adults. The public interest in safeguarding children and vulnerable adults may override confidentiality interests. However, information will be shared on a need-to-know basis only as judged by the Chair of Trustees.

If members receive requests from external sources for information in relation to safeguarding concerns or incidents they should check with the Chair of Trustees if it is appropriate to share this data with the party concerned.

Complaints

Anyone wishing to raise a complaint can do this by following the Complaints Policy as published on the Ambleside Action for a Future website. Published copies of related policies can be found on our website at <https://aafaf.uk/our-policy-documents.html>.

Document Management

Version	Date	Status / Notes	Author
v1.0	17/09/20	Approved version for publication.	Caroline Caple
v2.0	26/01/21	Update to remove references to GroupSpaces.	Caroline Caple
v3.0	21/04/21	Revised to include working with children	Steve Lenartowicz

The latest approved versions of any policy documents will be available for members to access on AAFAF Google Drive and (if appropriate) for public access at <https://aafaf.uk>.