Safeguarding Policy for Children and Vulnerable Adults eat:Festivals

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Introduction

Everyone who participates in eat:Festival is entitled to do so in an enjoyable and safe environment. The Organisers feels that they have a moral and legal obligation to ensure that, when given responsibility for young people, staff and volunteers provide them with the highest possible standard of care.

eat:Festivals are committed to devising and implementing policies so that everyone within an eat:Festival accepts their responsibilities to safeguard children from harm and abuse. This means to follow procedures to protect children and report any concerns about their welfare to appropriate authorities.

The aim of the policy is to promote good practice, providing children and young people with appropriate safety/protection whilst in the care of the eat:Festival and to allow Stewards and Crew to make informed and confident responses to specific child protection issues.

eat:Festivals make a positive contribution to a strong and safe community and recognises the right of every individual to stay safe.

eat:Festivals come into contact with children and/or vulnerable adults through the following activities: attendance at the festival, Crew and specifically participating in workshops.

The types of contact with children and/or vulnerable adults, which we undertake and organise, will not be classed as a Regulated Activity.

This policy seeks to ensure that eat:Festivals undertakes its responsibilities with regard to protection of children and/or vulnerable adults and will respond to concerns appropriately. The policy establishes a framework to support paid and unpaid staff in their practices and clarifies the organisation's expectations.

Legislation

The principal pieces of legislation governing this policy are:

- Working together to safeguard Children 2010
- The Children Act 1989
- The Adoption and Children Act 2002:
- The Children act 2004
- Safeguarding Vulnerable Groups Act 2006
- Care Standards Act 2000
- Protection of Freedoms Act 2012
- Public Interest Disclosure Act 1998
- The Police Act – CRB 1997
- Mental Health Act 1983
- NHS and Community Care Act 1990
- Rehabilitation of Offenders Act 1974

Definitions

Safeguarding is about embedding practices throughout the organisation 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
- Emotional abuse
- Bullying
- Neglect
- Financial (or material) abuse

Definition of a child

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

Definition of Vulnerable Adults

A vulnerable adult is a person aged 18 years 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

This policy is guided by the statutory guidance on Regulated Activity (children) issued by the Department for Education and Department of Health, Social Services and Public Safety (northern Ireland) in September 2012, Voluntary Sector Representative on the Gloucestershire Safeguarding Children's Board and The Charity Commission policy paper on Safeguarding children and young people published 14 July 2014.

Responsibilities

All staff (paid or unpaid) 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 staff (paid or unpaid) to promote good practice by being an excellent role model, contribute to discussions about safeguarding and to positively involve people in developing safe practices.

Additional specific responsibilities

Festival organisers have responsibility to ensure:

- The policy is in place and appropriate
- The policy is accessible

Specifically Sarah Milner Simonds has responsibility to ensure (the is the Designated Manager post):

- The policy is monitored and reviewed
- Ensure staff (paid and unpaid) have access to appropriate training/information

- Sufficient resources (time and money) are allocated to ensure that the policy can be effectively implemented
- Promoting the welfare of children and vulnerable adults
- Keep up to date with local arrangements for safeguarding and DBS
- Develop and maintain effective links with relevant agencies
- Take forward concerns about responses

Crew Co-ordinator. This person's responsibilities are:

- That the policy is implemented
- Receive staff concerns about safeguarding and respond to all seriously, swiftly and appropriately

Implementation

The scope of this Safeguarding Policy is broad ranging and in practice, it will be implemented via a range of policies and procedures within the organisation. These include:

Safe recruitment

The eat:Festivals ensures safe recruitment through our Volunteering Policy and Volunteer Agreement.

Criminal Bureau Records Gap Management

The organisation commits resources to providing Disclosure and Barring Services check on staff (paid or unpaid) whose roles involve contact with children and /or vulnerable adults.

In order to avoid DBS gaps, the organisation will maintain and review a list of roles across the organisation which involve contact with children/vulnerable adults.

In addition to checks on recruitment for roles involving contact with children/ vulnerable adults, for established staff the following processes are in place: A 3 year rolling programme of re-checking DBS's is in place for holders of all identified posts.

Service delivery contracting and sub contracting

There will be systematic checking of safeguarding arrangements of partner organisations.

Safeguarding will be a fixed agenda item on any partnership reporting meetings.
Contracts and memorandums of agreement for partnership delivery work will include clear minimum requirements, arrangements for safeguarding and non compliance procedures'

Communicationstraining and support for staff

The eat:Festivals commits resources for induction, training of staff (paid and unpaid), effective communications and support mechanisms in relation to Safeguarding

Induction will include

- Discussion of the Safeguarding Policy (and confirmation of understanding)
- Discussion of other relevant policies
- Ensure familiarity with reporting processes, the roles of line manager and Designated Senior Manager (and who acts in their absence)
- Initial training on safeguarding including: safe working practices, safe recruitment, understanding child protection and the alerter guide for adult safeguarding

Training

All staff who, through their role, are in contact with children and/or vulnerable adults will have access to safeguarding training at an appropriate level. Sources and types of training will include: local authorities, national and regional bodies working in the area of safeguarding i.e. Somerset Local Safeguarding Children Board, subject matter experts

Communications and discussion of safeguarding issues
Commitment to the following communication methods will ensure effective communication of safeguarding issues and practice: (insert list)

- Induction
- Team briefings or meetings
- Board meetings
- One to one meetings (formal or informal)

Support
We recognise that involvement in situations where there is risk or actual harm can be stressful for staff concerned. The mechanisms in place to support staff include:

- Debriefing support for paid and unpaid staff so that they can reflect on the issues they have dealt with.
- Seeking further support as appropriate e.g. access to counselling.
- Staff who have initiated protection concerns will be contacted by line manager within 1 week

Reporting

The process outlined below details the stages involved in raising and reporting safeguarding concerns at the all eat:Festivals.

Communicate your concerns with your immediate manager/supervisor

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Seek medical attention for the vulnerable person if needed

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Discuss with parents of child
Or with vulnerable person.
Obtain permission to seek additional help and support from other agencies if safe and appropriate

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If needed seek advice from the Children's Services or Adult Social Care at Somerset County Council on 0300 123 2327

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Use contact details at: Thinking it? Report it!

Allegations Management

eat:Festivals recognises its duty to report concerns or allegations against its staff (paid or unpaid) within the organisation or by a professional from another organisation.

The process for raising and dealing with allegations is as follows:

First step: Any member of staff (paid or unpaid) from the eat:Festivals is required to report any concerns in the first instance to their line manager/safeguarding manager/peer.

Second step: Contact local authority for advice. In Somerset this can be done via (for children) the Local Authority Designated Officer (LADO) within 1 working day. Referral should be made via Somerset Children's Social Care: 0300 123 2224

Third step: Follow the advice provided

The eat:Festivals recognises its legal duty to report any concerns about unsafe practice by any of its paid or unpaid staff to the Disclosure and Barring Service (DBS), according to the DBS barring referral guidance document DBS Referrals Guidance

Monitoring

The organisation will monitor the following Safeguarding aspects:

- Safe recruitment practices
- DBS checks undertaken
- References applied for new staff
- Records made and kept of supervision sessions
- Training – register/ record of staff training on child/ vulnerable adult protection
- Monitoring whether concerns are being reported and actioned
- Checking that policies are up to date and relevant
- Reviewing the current reporting procedure in place
- Presence and action of Designated senior manager responsible for Safeguarding is in post

Communicating and reviewing the policy

The eat:Festivals will make visitors aware of the Safeguarding Policy through the publishing the policy on its website www.eatfestivals.org

This policy will be reviewed by the Festival organisers every 3 years and when there are changes in legislation.

Confirmation of reading

I confirm that I have been made fully aware of, and understand the contents of, the Safeguarding Policy and Procedures for the eat:Festivals

Please complete the details below and return this completed form to (insert name of person).

Name:

Signature:

Date: