

Brecknock Society and Museum Friends (BS&MF)
Cymdeithas Brycheiniog a Chyfeillion yr Amgueddfa
(Charity Registration No. 518041Rhif Cofrestru Elusennol)

SAFEGUARDING POLICY

Originator: Neil Stone (with Nigel Clubb)

Policy Status: Supplied to all BS&MF Members, Volunteers and all those who act on behalf of BS&MF in any capacity. Adherence to it is deemed to be a condition of Membership of the Society or acting on its behalf.

Approved by BS&MF Executive Council: 23 September 2021

Last Reviewed: May 2023

Next Review: May 2025

BS&MF is committed to reviewing this policy every two years or sooner, if required by changes in legislation or within the organisation and in the light of experience.

Current Chair: Elizabeth Siberry

Brecknock Society and Museum Friends
Cymdeithas Brycheiniog a Chyfeillion yr Amgueddfa
SAFEGUARDING POLICY

1. Introduction

This policy applies to all Executive Council Members, Society Members, Volunteers and anyone acting on behalf of the Brecknock Society and Museum Friends (BS&MF).

BS&MF is committed to best safeguarding practice and to uphold the rights of all to live a life free from harm from abuse, exploitation and neglect.

We recognise that there is a legal framework within which all organisations should work to safeguard adults and children who have needs for their care and support and for protecting those who are unable to take action to protect themselves. We will act in accordance with the relevant safeguarding legislation and with local statutory safeguarding procedures.

1. Scope of the Policy

The aim of this policy is to ensure both:

- the safety of vulnerable adults and children who attend BS&MF events or events run by other organisations at which BS&MF members act as volunteers, by outlining clear procedures for handling safeguarding issues
- that all BS&MF members and volunteers are clear about their safeguarding responsibilities.

2. Definitions

A **Vulnerable Adult** is a person aged 18 or over who is, or may be, in need of community care services by reason of mental or other disability, age or illness, and is, or may be, unable to take care of themselves against significant harm or exploitation."

A **Child** is defined as a person under the age of 18. Exceptions to this are: Children who are placed in local authority care are usually classed as children until 21, and those with special needs are regarded as children while aged under 25.

4. What is abuse?

Abuse is a violation of an individual's human and civil rights by any other person or persons. BS&MF believes that a child, young person or vulnerable adult should never experience abuse or exploitation of any kind. It can take a variety

of forms. **Children.** The abuse can typically be categorised as: physical abuse, sexual abuse, psychological and emotional abuse

Vulnerable Adults. Although the forms of abuse are the same for vulnerable adults as they are for children, the definitions may alter slightly, with additional forms of abuse which may be relevant to vulnerable adults. The abuse can typically be categorized as: physical abuse, sexual abuse, psychological/emotional abuse, financial or material abuse, neglect or acts of omission, discriminatory abuse, institutional abuse.

5. Implementing this policy

The BS&MF Committee will ensure that all Members and Volunteers are aware of these safeguarding procedures

BS&MF Members and Volunteers will acknowledge that safeguarding is everyone's responsibility

Everyone who attends BS&MF events should be made to feel safe and Members and Volunteers of BS&MF should ensure that they:

- Treat children and adults with respect
- Listen and take into account everyone's views
- Take concerns about individual welfare issues seriously and, where there are concerns, take the appropriate action set out below

BS&MF Members and Volunteers will not:

- Permit abusive behaviour
- Have inappropriate physical or verbal contact with others
- Deliberately place themselves or others in a compromising situation
- Let suspicion, disclosure or allegations go unrecorded or unreported.

6. Events and Visits to Schools

On occasions, BS&MF Volunteers and Members may have valid reason to engage with children and young people at BS&MF events or events run by other organisations. On all occasions, contact should occur in the presence of a parent, teacher or group leader who retains primary responsibility for the welfare of the child or young person. That does not remove the responsibility of BS&MF Volunteers and Members to implement this policy as set out in section 5 above, or take action when concerns arise, as in section 7 below.

Some BS&MF activities may be particularly aimed at children and young people, for example visits to schools in connection with the Victor Jones School History Competition. In such cases:

- The BS&MF Safeguarding Policy should be shared with the school in advance
- Confirmation should be provided that BS&MF representatives have undergone the relevant checking and barring checks
- Prior permission should be sought for any photographs taken of children and young people

7. When concerns arise

If there is concern regarding safeguarding, this should be brought to the attention of the BS&MF Chair and to Safeguarding point of contact for BS&MF. Until 30th September 2023 this is Nigel Clubb. From 1st October 2023, this is Neil Stone. This should not delay the reporting of the concern to the relevant statutory authorities who have a legal duty to act, see below.

BS&MF Members should not act as investigators or assessors of the concerns or allegations, but should ensure that these suspicions or allegations are reported without delay.

If the local childrens' or adults' safeguarding services are contacted, they will record your concerns and follow them up. Do not discuss your concerns with anyone outside these teams and make a note of the date, time and person with whom you discussed your concerns.

8. Emergency procedures

Powys County Council advise that the following process should be followed if you see or hear someone being harmed or abused, or if someone has told you they are being harmed or abused. BS&MF expect that members will follow these steps.

In an emergency, don't wait - call 999.

- Do get medical help if they have been hurt
- Do call the police if you suspect a crime
- Do listen and reassure the victim
- Do preserve evidence (the police will tell you about this)
- Don't push for information about what happened

9. Contacts

Internal

01/10/23 onwards Neil Stone 01874 622522 or 07488326870)

External

Powys County Council 01597 827666 (office hours) 0845 054 4847 (out of hours)