

the KEY

unlocking potential

Statement of Safeguarding Principles

Every person has a value and dignity which comes directly from the creation of male and female in God's own image and likeness. Christians see this potential as fulfilled by God's re-creation of us in Christ. Among other things this implies a duty to value all people as bearing the image of God and therefore to protect them from harm.

Principles

We are committed to:

- the care and nurture of, and respectful pastoral ministry with, all children, young people and adults
- the safeguarding and protection of all children, young people and adults when they are vulnerable
- the establishing of safe, caring communities which provide a loving environment where there is informed vigilance as to the dangers of abuse.

We will carefully select and train all those with any responsibility, in line with Safer Recruitment principles, including the use of criminal records disclosures and registration with the relevant vetting and barring schemes.

We will respond without delay to every complaint made which suggests that an adult, child or young person may have been harmed, cooperating with the police and local authority in any investigation.

We will seek to work with anyone who has suffered abuse, developing with them an appropriate ministry of informed pastoral care.

We will seek to challenge any abuse of power, especially by anyone in a position of trust.

We will seek to offer pastoral care and support, including supervision and referral to the proper authorities, to any worker or volunteer known to have offended against a child, young person or vulnerable adult.

In all these principles we will follow legislation, guidance and recognised good practice.

the KEY

unlocking potential

Safeguarding Children and Vulnerable Adults Policy

We believe each person has a value and dignity which comes directly from God's creation of male and female in God's own image and likeness. Christians see this as fulfilled by God's re-creation of us in Christ. Among other things, this implies a duty to value all people as bearing the image of God and therefore to protect them from harm.

The Trustees of the KEY Project are committed to the safeguarding and protection of all children, young people and vulnerable adults and affirms that the needs of children or of people when they are vulnerable are paramount.

The Trustees of the KEY Project recognise that none of us is invulnerable but that there is a particular care for those whose vulnerability is increased by situations, by disabilities or by reduction in capacities. It is recognised that this increased vulnerability may be temporary or permanent and may be visible or invisible, but that it does not diminish our humanity and seeks to affirm the gifts and graces of all God's people.

This policy addresses the safeguarding of children, young people and vulnerable adults. It is intended to be a dynamic policy. It is intended to support the KEY Project in being a safe supportive and environment for children, young people, vulnerable adults, for survivors of abuse, for communities and for those affected by abuse.

The Trustees of the KEY Project recognise the serious issue of the abuse of children and vulnerable adults and recognises that this may take the form of physical, emotional, sexual, financial, spiritual or institutional abuse or neglect. It acknowledges the effects these may have on people and their development including spiritual and religious development. It accepts its responsibility for ensuring that all people are safe in its care and that their dignity and right to be heard is maintained. It accepts its responsibility to support, listen to and work for healing with survivors, offenders, communities and those who care about them. It takes seriously the issues of promotion of welfare so that each of us can reach our full potential in God's grace.

The Trustees of the KEY Project commit themselves to respond without delay to any allegation or cause for concern that a child or vulnerable adult may have been harmed. It commits itself to challenge the abuse of power of anyone in a position of trust.

The Trustees of the KEY Project commit themselves to the provision of support, advice and training for workers and volunteers that will ensure people are clear and confident about their roles and responsibilities in safeguarding and promoting the welfare of children and adults who may be vulnerable.

The Trustees of the KEY Project affirm and give thanks for the work of those who are workers with children and vulnerable adults and acknowledges the shared responsibility of all of us for safeguarding vulnerable adults who are engaged in our activities.

KEY is a Charitable Incorporated Organisation, Registered number 1162823

The Trustees of the KEY will identify a Safeguarding Coordinator and support them in that role which is to:

- i) support and advise the trustees in the implementation of the safeguarding principles and policy
- ii) provide a point of reference to advise on safeguarding issues
- iv) support safeguarding best practice in the project

a) **Purpose**

The purposes of this safeguarding policy are to ensure procedures are in place and people are clear about roles and responsibilities for vulnerable adults and young people in our care

b) **Good Practice**

We believe good practice means that:

- i) All people are treated with respect and dignity.
- ii) Workers and volunteers should not meet or work alone with a child or vulnerable adult where the activity cannot be seen unless this is necessary for pastoral reasons, in which case a written note of this will be made and kept noting date, time and place of visit.
- iii) Risk assessments will be done for all premises used and a report will be given annually to the Trustees in written form. This will include fire safety procedures. The trustees will consider the extent to which the premises and equipment are suitable or should be made more suitable.
- iv) Any transport of children or vulnerable adults will be checked to ensure the vehicle is suitable and insured and that the driver and escort are appropriate.
- v) Promotion of safeguarding is recognised to include undertaking those tasks which enable all God's people to reach their full potential. The trustees will actively consider the extent to which it is succeeding in this area.

These things are to safeguard those working with children, young people and those adults who may be vulnerable.

c) **Appointment and training of workers and volunteers**

Workers will be appointed after a satisfactory DBS disclosure. Volunteers might have a suitable DBS check from their Church, if not then a check will be sought before the volunteer begins. This is the responsibility of the worker. Each worker will be expected to undergo basic safeguarding training, within the first year of appointment. Volunteers will undergo a safeguarding briefing. The other training needs of each worker will be considered (e.g. food hygiene, first aid, lifting and handling, etc.) and each worker will have an annual review conducted by a named member of the trustees. DBS disclosure will be renewed every five years.

d) **Guidelines for working with children, young people and vulnerable adults**

A leaflet will be given to each worker and volunteer with vulnerable adults outlining good practice and systems. The leaflet will be reviewed annually with this policy.

e) **Events with groups**

Adequate staffing will be ensured for all events. Notification of the event will be given to the Chair of Trustees.

f) **Complaints procedure**

It is hoped that complaints can generally be dealt with internally by the organisations. However, a

Approved 2015; Reviewed Jan 2016; Next review by Jan 2017

complaint may be made to the Chair of Trustees. If a complaint is made to another person, it should be passed to the Chair. The Chair will nominate a Trustee who will arrange to meet with the complainant and attempt to resolve the complaint. If the complaint cannot be resolved it should be referred to the Chair, who with at least one other Trustee who has not previously been involved in the handling the particular complaint, will meet with the complainant and seek to resolve the complaint.

g) **Review**

This policy will be reviewed annually by the trustees.

h) **Key concepts and definitions**

- i) **Vulnerable Adults:** any adult aged 18 or over who, by reason of mental or other disability, age, illness or other situation is permanently or for the time being unable to take care of her or himself, or to protect her or himself from significant harm or exploitation.
- ii) **Safeguarding and protecting children or vulnerable adults** from maltreatment; preventing impairment of their health and ensuring safe and effective care.
- iii) **Adult/child protection** is a part of safeguarding and promoting welfare. This refers to the activity which is undertaken to protect children/specific adults who are suffering or are at risk of suffering significant harm, including neglect.
- iv) **Abuse and neglect** may occur in a family, in a community and in an institution. It may be perpetrated by a person or persons known to the child or vulnerable adult or by strangers; by an adult or by a child. It may be an infliction of harm or a failure to prevent harm.