



Hay, Brecon & Talgarth Sanctuary for Refugees

December 2021 revision

Hay Brecon and Talgarth Sanctuary for Refugees Safeguarding Policy and Procedure

1.0 Purpose:

- To protect children and adults at risk who attend events organised and delivered by Hay Brecon and Talgarth Sanctuary for Refugees
 - To provide volunteers with overarching principles that guide our approach to child and adult safeguarding.
- * to be taken into account when delivering items to households

1.2 Policy

Statement

Hay Brecon and Talgarth Sanctuary for Refugees is committed to safeguarding and protecting the welfare of children and adults at risk. It recognises that it has a responsibility, through its support for people seeking sanctuary, to protect the welfare of children and adults who may be in vulnerable situations and to ensure that such children and adults are protected from harm.

Hay Brecon and Talgarth Sanctuary for Refugees is committed to high standards of practice in safeguarding the welfare of children and adults at risk. It has no statutory remit or role to investigate abuse of children or adults at risk but acknowledges a responsibility to pass on to the appropriate statutory agency concerns in relation to the safety or welfare of an individual so that these concerns can be assessed.

This statement is in accordance with the Wales Safeguarding Procedures (2020) which can be downloaded as an App on any smart phone or device.

1.3 Legal Framework

This policy has been drawn up in accordance with legislation which applies equally to both adults and children such as the Social Services and Well Being (Wales) Act 2014, statutory guidance Working Together to Safeguard People 2016, the Mental Capacity Act 2005 and Mental Capacity (Amendment) Act 2019. In addition legislation for specific circumstances including Violence Against Women Domestic Abuse Sexual Violence (Wales) Act 2015, Domestic Abuse Act 2021 and Modern Slavery Act 2015 also apply equally. Legislation specific to children are the Children Act 1989 and Children Act 2004 and guidance such as the United Nations Convention on the Rights of the Child (1989).

2.0 Definitions

Safeguarding and promoting the welfare of children

1 is defined as protecting children from maltreatment, preventing the impairment of their health or development, ensuring that they are growing up receiving safe and effective care and acting to enable children to have the best outcomes.

The legal definitions of a child or adult at risk (Social Services and Well Being (Wales) Act 2014) are as follows:

1 Who is a child at risk?

A child who:

- (a) Is experiencing or at risk of abuse or neglect
- (b) Has needs for care and support (whether or not those needs are being met)

2 Who is an adult at risk?

An adult who:

- a) Is experiencing or at risk of abuse or neglect

Throughout this policy child or children refers to a child or young person who has not yet reached their 18th birthday.

- b) Has needs for care and support (whether or not those needs are being met)
- c) And as a result of those needs is unable to protect himself or herself against abuse or neglect

There is information in Appendix One on how to access definitions of the different types of abuse and neglect along with case examples and practice guidance.

3.0 Principles

Hay Brecon and Talgarth Sanctuary for Refugees recognises that:

- The protection of a child and adult at risk should be everyone's paramount concern
- All children and adults at risk, regardless of age, disability, gender, racial heritage, religious belief, political opinion, sexual orientation or identity, have a right to equal protection from all types of harm or abuse
- Some children and adults are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.
- Working in partnership with adults at risk, families, children, their parents, carers and other agencies is essential in promoting the welfare of children and adults at risk

Hay Brecon and Talgarth Sanctuary for Refugees will seek to keep children and adults safe by:

- valuing them, listening to and respecting them

- supporting them in making their own decisions about how they wish to proceed in the event of abuse and to know their wishes will only be over-ridden if it is considered necessary for their own safety or the safety of others .
- adopting protection practices through procedures and a code of conduct for volunteers and anyone working on behalf of Hay Brecon and Talgarth Sanctuary for Refugees.
- providing effective support for staff and volunteers through training
- sharing information about child and adult safeguarding and good practice with volunteers
- Having alleged, suspected or confirmed cases of abuse that come to light through Hay Brecon and Talgarth Sanctuary for Refugees support dealt with as a priority.

All incidents of alleged poor practice, misconduct or abuse will be taken seriously and responded to swiftly and appropriately.

It is the responsibility of all within Hay Brecon and Talgarth Sanctuary for Refugees to report any concerns about abuse through locally determined safeguarding procedures or directly to the police.

4.0 Procedure

4.1 Where there are concerns about the safety or welfare of a child or adult at risk this policy and this procedure will be followed and information will be shared with the relevant agencies.

4.2 Hay Brecon and Talgarth Sanctuary for Refugees will take all possible steps to ensure that children and adults with whom it works are kept safe through:

- A clear procedure for the raising of concerns about a child or adult at risk (section 6)
- Procedures to structure the management of an allegation of abuse against volunteers (section7)
- Access to training and support for volunteers to ensure they are aware of and understand the importance of implementing this policy and the related procedure (Appendix 2)
- Identified personnel holding the lead role (senior organiser on welcome day or Chair and/or secretary of HBTSR) and designated safeguarding responsibilities within Hay Brecon and Talgarth Sanctuary for Refugees (Appendix 2)
- Clear expectations of committee members and volunteers for sharing information about children and adults at risk.

5.0 Information Sharing

Hay Brecon and Talgarth Sanctuary for Refugees has clear expectations of all volunteers for sharing information about families, parents, adults at risk, children and young people.

- Hay Brecon and Talgarth Sanctuary for Refugees recognises the importance of sharing information to protect a child or adult and normally any disclosure of confidential information to any other person may only be undertaken with the expressed permission of the person. In the case of a child this person would be the parent or legal guardian.
- Where it is necessary to protect the welfare of a child or an adult from serious harm, in exceptional cases information may be shared without permission. The person/parent/legal guardian will be kept informed, unless to do so would put the welfare and safety of the child or adult at further risk of harm.
- In recognition of its commitment to pass on concerns, Hay Brecon and Talgarth Sanctuary for Refugees will maintain current information on, and work within, the requirements of the Wales Safeguarding Procedures. Concerns should be reported to **Powys Social Service duty officer via 01597 827666 (office hours) 0845 054 4847 (out of hours) or via the Police on 101.**

6.0 Procedure when there are concerns

- If anyone within Hay Brecon and Talgarth Sanctuary for Refugees has concerns about the welfare of a child or an adult they must raise those concerns and inform senior organiser on welcome day or Chair and/or secretary of HBTSR without delay. The lead will seek advice from the designated safeguarding person.
- If a child or adult at risk discloses that they are being, or have been abused this information must be taken seriously and the information must be passed to the senior organiser on welcome day or Chair and/or secretary of HBTSR.
- If a child or adult is at risk of immediate harm, the Lead organiser should inform Social Care or the police without delay using the numbers above.
- The information regarding the concerns and the action taken will be recorded and passed to the relevant agencies, using appropriate procedures.
- If a volunteer is alleged to have put the welfare or safety of a child or an adult at risk, the senior organiser on welcome day or Chair and/or secretary of HBTSR will discuss with the Safeguarding lead and will inform the appropriate agency and co-operate fully with the authority in the manner in which the matter is dealt with.
- Notify and liaise with the Chair and Designated Safeguarding Person for Hay Brecon and Talgarth Sanctuary for Refugees (Appendix 2) and social services around any allegations of harm or inappropriate behaviour made against volunteers.

7.0 Allegations against volunteers

It is important that any concerns for the welfare of a child or an adult arising from abuse or harassment by a volunteer should be reported immediately to the senior organiser on welcome day or Chair and/or secretary of HBTSR or, if they are implicated in the concerns, the Chair and Designated Safeguarding Person for Hay Brecon and Talgarth Sanctuary for Refugees. These individuals are responsible for liaising with the Police and Social Care about the allegations in these circumstances.

The Lead, if not the subject of the concerns, is primarily responsible for taking all reasonable steps necessary to secure the safety of any child or adult who may be at risk, by, for example, removing the person who is the subject of the allegation from any situation involving children or vulnerable adults. S/he will be supported by the safeguarding team and by the Designated Senior Manager within Social Services as appropriate.

The Chair and/or Designated Safeguarding Lead are responsible for liaising with the police and Children's Services/Social Services about allegations.

Where there are allegations of abuse or concerns about poor practice of volunteers there may be two strands of investigation as follows:

1. Adult protection investigation (externally led)
2. Criminal investigation (externally led by the Police Authority)

It may be that a volunteer is asked to cease volunteering pending the outcome of the investigation.

Hay Brecon and Talgarth Sanctuary for Refugees values differences and will ensure that adults or young people who act in the capacity of volunteer will be supported in their role and appropriate measures will be taken to protect them from harm.

This policy will be reviewed regularly in line with relevant legislative changes.

Designated Safeguarding Personnel

Names	Contact details
Dr Aideen Naughton	07533663494
Date policy adopted: April 2018	

Signature of Chair: _____

Date policy reviewed: 31st December 2021

Appendix One

Definitions of abuse, harm and neglect, as well as VAWDASV (violence against women domestic abuse sexual violence) and abuse in specific circumstances are all described within the Wales Safeguarding Procedures. There are illustrative case examples of practice and guidance on how to respond and act easily accessible via the Wales Safeguarding Procedures App. Committee members and volunteers are strongly encouraged to download this App to a phone or tablet. The App is regularly updated via the Wales Safeguarding Procedures Project Board and contains the most recent version of the safeguarding procedures.

Appendix Two

Recruitment and training procedures for volunteers

Hay Brecon and Talgarth Sanctuary for Refugees takes all possible steps to ensure that children are kept safe through:

- clear safeguarding procedures to inform volunteers new to Hay Brecon and Talgarth Sanctuary for Refugees about the appropriate action to take in the event of concerns about a child
- volunteers accessing guidance and e-learning Safeguarding Training (Group A) to ensure that they are able to work within these procedures

2. Ongoing support and supervision for volunteers Hay Brecon and Talgarth Sanctuary for Refugees ensures that all volunteers access support and are clear about their role and responsibilities, through:

- the implementation of the Hay Brecon and Talgarth Sanctuary for Refugees safeguarding code of conduct volunteers
- Identifying personnel to hold the Lead and Designated Safeguarding responsibilities within Hay Brecon and Talgarth Sanctuary for Refugees.
- procedures to structure the management of any allegations of abuse against volunteers

3. Safeguarding Roles and Responsibilities within Hay Brecon and Talgarth Sanctuary for Refugees

The Trustees retain ultimate responsibility for safeguarding and promoting the welfare of children and adults at risk supported by HB&T Sanctuary for Refugees. They should agree:

- the organiser with responsibility for undertaking the Lead role on respite days for safeguarding issues raised by volunteers and for referring on concerns for the safety of children or adults at risk.
- the person or persons who will undertake responsibilities as described in the Designated Safeguarding Person role below.

A Designated Safeguarding Person's role is to:

- (a) provide a confidential sounding board if required for the organiser with the Lead role to consider the most appropriate course of action to take where there is a safeguarding concern.
- (b) support the Lead to use local procedures appropriately (e.g. for referral, for escalation or dispute resolution)
- (c) Follow up concerns and safeguarding issues referred to the relevant agencies
- (d) Liaise with the Chair of the Committee about safeguarding concerns, including where there are allegations against volunteers; in accordance with local protection policies and procedures.
- (e) Advise on appropriate training provision and dissemination of information for committee members and volunteers

Designated Safeguarding Personnel

Names	Contact details
Dr Aideen Naughton	07989500864

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SAFEGUARDING POLICY

Updated January 2022

