



WIGHT WOODTURNERS

Safeguarding

Safeguarding of Children and Vulnerable Adults Policy

Wight Woodturners are committed to a practice which protects children and vulnerable adults from all forms of abuse including physical, emotional and sexual harm.

All our members must accept and recognize our responsibilities to develop awareness of these issues, and our commitment to creating a safe environment in which young people and vulnerable adults can feel comfortable and secure while engaged in any of our activities.

Our Policy

We will therefore endeavour to safeguard children and vulnerable adults by :

- Adopting Safeguarding Guidelines through a Code of Behaviour for all members.
- Sharing information about concerns with agencies that need to know, involving vulnerable adults, parents and children appropriately.
- Reviewing our Policy and Good Practice at regular intervals.

Code of Behaviour

Members should at all times:

- Show respect and understanding for individual's rights, safety and welfare.
- Use appropriate language with young people and vulnerable adults and challenge any inappropriate language used by others.
- Respect a young person's and vulnerable adult's right to privacy.
- Not spend excessive amounts of time alone with children or vulnerable adults, away from others.
- Members should never engage in any inappropriate touching of any kind.
- Never exaggerate or trivialize abuse issues or make suggestive remarks or gestures about, or to a child or vulnerable adult, even in fun.

Sharing information about Safeguarding and Good Practice

Children and vulnerable adults have a right to any information that could make life better and safer for them. Wight Woodturners will act to ensure that they have information about how, and with whom, they can share any concerns, complaints or anxieties which they may have.

We will make every effort to ensure that, should individuals have concerns, they will be listened to and taken seriously.

Reviewing our Policy and Good Practice at regular intervals.

The Wight Woodturners' Committee will review our policy and good practice periodically and amend as necessary.



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Procedure for reporting allegations or suspicions of abuse

In any case where an allegation is made, or someone in Wight Woodturners has concerns, a written record should be made. Details must include, as far as is practical:

- Name of young person or vulnerable adult.
- Age (if young person).
- Home Address (if known).
- Telephone numbers if available.
- Is the person making the report expressing their own concerns, or passing on those of somebody else? If so, record details.
- What has prompted the concerns? Include dates and times of any specific incidents.
- Has the vulnerable adult or young person been spoken to? If so, what was said?
- Has anybody been alleged to be the abuser? If so, record details.
- Who has this been passed on to, in order that appropriate action is taken? e.g. designated club member, social services, police, etc.
- Has anyone else been consulted? If so, record details.

When responding to a person showing concern or making an allegation:

- Never guarantee absolute confidentiality, as Safeguarding will always have precedence over any other issues.
- Listen to the child or vulnerable adult, rather than question him or her directly. Offer him /her reassurance without making promises, and take what he/she says seriously.
- Allow him/her to speak without interruption, accept what is said – it is not your role to investigate or question. Do not over-react.
- Alleviate feelings of guilt and isolation, while passing no judgement
- Advise that you will try to offer support, but that you must pass the information on. Explain what you have to do and whom you have to tell.
- Record the discussion accurately, as soon as possible after the event, use the vulnerable adult or child's words or explanations – do not translate into your own words, in case you have misconstrued what he/she was trying to say.

All concerns or allegations confided to members should be reported immediately to:

The Wight Woodturners' Designated Safeguarding Person – **Carol Smart**

Or if not felt appropriate to any Wight Woodturners' Committee member who will then contact the relevant outside organization for advice

- Isle of Wight Safeguarding Children Board 01983 814545 (Office Hours)
- Isle of Wight Safeguarding Adults Board 01983 821000 (Office Hours)
- NSPCC Help line Tel: 0800 800 500 – 24 hours, Freephone
- Child Line (NI) Tel: 0800 1111 – 24 hours, Freephone

Carol Smart - Designated Safeguarding Person 12th January 2019