

Safeguarding Policy

Purpose

This policy defines how The Centre for Search Research (TCSR) operates to safeguard children, young people and adults at risk of harm or neglect.

We have a duty of care and are committed to the protection and safety of everyone who comes in to contact with TCSR including children, young people and adults at risk involved as visitors and as participants in all of our activities both on and off site. We also have a duty to safeguard and support our staff and volunteers.

Though TCSR's teaching and interaction with other agencies is exclusively to adult audiences (aged 18+) for the sake of good order children and young people are included in this statement of policy.

We believe that:

- Nobody who is involved in our work should ever experience abuse, harm, neglect or exploitation.
- We all have a responsibility to promote the welfare of all of our beneficiaries, staff and volunteers, to keep them safe and to work in a way that protects them.
- We all have a collective responsibility for creating a culture in which our people not only feel safe, but also able to speak up, if they have any concerns.

Definitions

Children and young people are defined as those persons aged under 18 years old. This policy will apply to all staff and volunteers and will be used to support their work.

Adult at risk of abuse or neglect

For the purposes of this policy, adult at risk refers to someone over 18 years old who, according to paragraph 42.1 of the Care Act 2014 (<https://www.gov.uk/government/publications/care-act-2014>)

- has care and support needs
- is experiencing, or is at risk of, abuse or neglect
- as a result of their care and support needs is unable to protect himself or herself against the abuse or neglect or the risk of it

Persons affected

- All staff, paid and unpaid, this includes Trustees and all volunteers
- All service users
- All visitors

Safeguarding policy

TCSR has a zero tolerance approach to abuse. TCSR recognises that under the Care Act 2014 it has a duty for the care and protection of adults who are at risk of abuse. It also recognises its responsibilities for the safety and care of children under the Children Act 1989 and 2004 and the Domestic Abuse Act 2021. TCSR has regard to the Care Act 2014, the Children Act 1989 and 2004.

It is committed to promoting wellbeing, harm prevention and to responding effectively if concerns are raised. Adults will be included in swift and personalised safeguarding responses. There are no excuses for not taking all reasonable action to protect adults at risk of abuse, exploitation, radicalisation and mistreatment. All citizens of the United Kingdom have their rights enshrined within the Human Rights Act 1998. People who are eligible to receive health and community care services may be additionally vulnerable to the violation of these rights by reason of disability, impairment, age or illness.

TCSR is committed to the following principles:

- The welfare of the child, young person or adult at risk is paramount.
- All children, young people and adults at risk have the right to protection from abuse.
- Safeguarding is everyone's responsibility: for services to be effective each professional and organisation should play their full part; and
- All suspicions and allegations of abuse must be properly reported to the relevant internal and external authorities and dealt with swiftly and appropriately.

TCSR will:-

- Promote a culture that enables issues about safeguarding and promoting welfare to be addressed.
- Ensure all staff are aware of this policy.
- Ensure staff are familiar with their safeguarding responsibilities and procedures to be followed if anyone has any concerns.
- Appoint a trustee to take responsibility for TCSR's safeguarding arrangements who will liaise with other organisations and be the focal point for all referrals and/or concerns.

The appointed Trustee for 2023 is Mr David Owen, Chair of TCSR.

The lead trustee will have responsibility for the oversight of all aspects of this policy by:

- Creating a culture of respect, in which everyone feel safe and able to speak up.
- Ensuring an annual review of safety, with recommendations to the Trustees at their AGM.
- Ensuring that any issues are properly investigated and dealt with quickly, fairly and sensitively, and any reporting to the Police/statutory authorities is carried out.
- Ensuring safeguarding risk assessments are carried out and appropriate action taken to minimise these risks.
- Organise and deliver training as appropriate.
- Ensure all Trustees are DBS checked and reviewed annually.

Actions in the event a concern is raised:

- Concern should be reported to the Designated Safeguarding Lead (DSL), David Owen.
- DSL will follow statutory guidance appropriate to the situation.
- This may include reporting to the police, children's or adults social services or the appropriate DSL for the organisation or agency TCSR were working with at the time the concern came about.
- David Owen can be contacted at david_owen@rothbury.net or on 01665 570527.

TCSR will ensure that all staff understand;

- Core legal safeguarding requirements and their responsibility to keep children and adults at risk safe.
- That all staff who come into contact with children and adults at risk are alert to their needs and any risks of harm that individual abusers, or potential abusers, may pose to children and adults at risk;
- The requirement to share appropriate information in a timely way with the designated lead.
- The issues of consent and decision making in relation to safeguarding adults.

Online Safeguarding

TCSR will identify and manage online risks by ensuring:

- Volunteers, staff and trustees understand how to keep themselves safe online.
- That online services we provide are suitable for our users.
- The services we use and/or provide are safe and in line with our code of conduct.
- Protect people's personal data and follow GDPR recommendations

Revision History

This policy and related guidance will be monitored and reviewed by the Trustees at each AGM held in January of each year.

Date approved or amended	Amendments	Signed
5 th July 2022	Initial approval by Trustees	<i>David Owen</i> (Chair)
7 th March 2023	No amendments required	<i>David Owen</i> (Chair)
7 th November 2023	Revisions approved on 07/11/23	<i>David Owen</i> (DSL)
16 th January 2024	Approved at AGM with no amendments required	<i>David Owen</i> (DSL)
14 th January 2025	Approved at AGM with no amendments required	<i>David Owen</i> (DSL)