



Land's End John O' Groats Association

Safeguarding Policy

1 What is Safeguarding?

Safeguarding means creating a safe and welcoming environment, where everyone is respected and valued. Land's End John O' Groats Association ("The Association" or "we") is committed to safeguarding. This commitment is fulfilled by ensuring the Association operates in a way that actively prevents harm, harassment, bullying, abuse and neglect. This policy ensures that the Association is ready to respond swiftly and appropriately whenever safeguarding concerns are raised or uncovered.

2. Definitions

For the purposes of this policy, a child is as defined in the Children's Acts 1989 and 2004, i.e. anyone who has not yet reached their eighteenth birthday.

A vulnerable adult is defined, by the NHS, as a person aged eighteen and over who is, or who may be, in need of community care services because of age, illness, physical or learning disability. A person is also considered vulnerable if they are unable to look after themselves, protect themselves from harm or exploitation or are unable to report abuse.

Some people are always vulnerable, but any person may be vulnerable at times. This Policy could therefore be relevant to the treatment of any Association member.

3. Our Duty

The Association is member-led and has a duty to safeguard all children and vulnerable adults from harm, neglect, abuse, or the risk of such arising.

To support the Association's commitment to safeguarding, Louise George has been appointed as Safeguarding Officer. The Safeguarding Officer will ensure that they maintain up to date safeguarding training. Their role is to act as a point of contact for any member with safeguarding concerns related to the Association and to advise on safeguarding matters. The Safeguarding Officer can be contacted by e mailing secretary@lejog.org

4. Purpose

The purpose of this policy is to outline the Association's commitment to safeguarding. This policy ensures we are aware of:

- 1) The legislation, policy, and procedures for safeguarding children and vulnerable adults.
- 2) How to report and act on concerns relating to the welfare, wellbeing, or safety of any child, vulnerable adult, or other volunteer.

5. Commitment

To ensure safeguarding of all, it is the recommendation of the Association that:

1. Care should be taken to ensure that vulnerable individuals remain supervised by their appropriate person i.e. the minor's parent or guardian or the vulnerable adult's carer at all of the Association's events
2. Members should avoid lone contact with vulnerable individuals. When interacting with vulnerable individuals, members should make sure they can be observed by others, and preferably that the parent, guardian or carer is close by.



Land's End John O' Groats Association

Safeguarding Policy

3. Members should be aware that communication needs to be clear, unambiguous and appropriate. Members should not offer lifts to vulnerable individuals unless authorised by a parent, guardian or carer and the vulnerable individuals are accompanied by a second responsible adult, preferably the parent, guardian or carer.
4. Members must not do things considered of a personal nature which a vulnerable individual can do for themselves.
5. Members should ensure appropriate use of technology including internet use, use of photographs, video / digital equipment and websites including social media when vulnerable individuals are involved:
 - Obtain consent of the parent, guardian or carer before photographing a vulnerable individual.
 - Only take photographs of suitable subjects in appropriate situations.
 - Do not explicitly identify a vulnerable individual in any printed or on-line material without the permission of the parent, guardian or carer.
 - When communicating directly, gain permission from the parent, guardian or carer and ask them what the most appropriate form of contact is. It is good practice when using text or e mail, to also copy in the parent, guardian or carer.

6. Issues and Disclosure

Safeguarding is a responsibility shared by all. If a vulnerable individual were to disclose abuse to a member, that member should

- Explain they have a duty to disclose the alleged abuse appropriately and cannot keep confidences
- Be sympathetic and supportive whilst listening and asking open questions if appropriate
- Appropriate steps must be taken to remove the vulnerable individual from any immediate harm. If a criminal offence is being or is likely to be committed, then the respondent should dial 999 and ask for the police
- Share concerns and details with the Association's Safeguarding Officer (or Association Chair if the concern involves the Association Safeguarding Officer) who should liaise with the Association Chair (or other Association Officer not involved with the concern)
- Make a decision as to whether there are any implications or actions that need to be taken by the Association
- If there is no immediate danger but a member has a suspicion or concern that abuse is taking place or when an allegation of abuse has been made, the respondent should make a written note of their concerns as soon as possible preferably within an hour of the incident and inform the Association's Safeguarding Officer as soon as possible about the concerns.
- The Safeguarding Officer or the respondent must contact the local authority's safeguarding team. See www.gov.uk which has a list of all councils in the UK.
- The Association Safeguarding Officer should liaise with the Association Chair to decide whether the alleged concerns require any action by the Association
- In all cases, the Association Officer who is informed of the concern should keep a written record of the concern raised and the action taken in response

7. Implementation and Quality Assurance

Implementation is immediate. This Policy will be reviewed annually by the Association, sooner if legislation, best practice or other circumstances indicate this is necessary.

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Version Control

Policy	Version	Created / Updated	Owner
Safeguarding Policy	1	Created & Adopted 2022	Kathryn Hough
	1.1	Reviewed and Updated March 2023	Suzanne Longworth
	1.2	Reviewed and Updated March 2023 with proof reading comments	Suzanne Longworth