

**The Watercress Way**  
Registered Charity Number 1167675

**Safeguarding Policy**



Safeguarding is everyone's responsibility. All trustees must ensure they are aware of the possible issues that can arise and of the Safeguarding Procedure that we are adopting. All new Trustees will be made aware of this policy and reminded of their role at Induction.

As a small charity, our role is to act in accordance with the TWW policy set, and be secure in the way in which we work to keep everyone who volunteers with us to keep them safe, secure in their role and supported if they encounter a safeguarding problem, or a problem where they are unsure what to do.

The Chairman will act as the Designated Safeguarding Lead and it is to the DSL that any queries should be directed in the first instance.

**Volunteering**

For both adults and children, the safety of the person whilst taking part in the activity with the charity is paramount.

Volunteers will be made aware of The Watercress Way Health and Safety Policy and Equality legislation.

All volunteers should be 18 years old before taking part in any conservation activity, unless by express permission of and attendance with the parent or guardian, and definitely not less than 11 years old.

Trustees will carry out risk assessments for every activity, give clear instructions about the activity, take a first aid kit, obtain relevant medical details and emergency contact details for each volunteer, ensure that staff are appropriately trained and adhere to the TWW Health and Safety policy.

**Receiving information which may be relevant to protection of a child or vulnerable adult.**

If a child or vulnerable person who is volunteering rehearses a scenario which appears to have protection issues ( by neglect, injury, sexual abuse, domestic abuse, emotional abuse), then the matter will be referred to the Designated Safeguarding Lead (DSL) who will contact the relevant services at HCC to report the issue.

If the person is in immediate danger, the DSL will contact the Police.

If a volunteer is acting inappropriately, the DSL will ask the person not to volunteer with immediate effect, and pursue the matter through the relevant authority.

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**Adopted at meeting of Trustees 24 May 2018**

**Acting on safeguarding issues that may arise between volunteers, trustees and others involved with the Project.**

All volunteers at the Project will be made aware how they can report any concerns they may have.

The volunteers can contact one of the Trustees, or if not appropriate the DSL, or if not appropriate, seek advice from the Hampshire Children's Social Services helpline on Monday to Friday, 8.30am to 5pm, phone 0300 555 1384, or the out-of-hours service, 0300 555 1373 (for adults, phone 101)

**DBS checks**

Currently only adults volunteer for conservation work, and so the Trustees believe that there is no requirement for DBS checks to be undertaken. The trustees will review this decision at frequent intervals as the volunteer base grows, and our diversity increases.

**Equality Policy**

The Trustees will ensure that the charity operates within the Equalities Act, as updated in 16 June 2015.

Any volunteer or Trustee who does not respect this will be reminded of the legal requirements of treating all people equally, and may ask the volunteer to cease volunteering if their attitude and behaviour does not change immediately.

**To be reviewed 1<sup>st</sup> March 2019**

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