

Safeguarding Policy Template

Cwm Taf Morgannwg Safeguarding Board	Date: September 2020	Status: J9 Approved October 2020
Author: N Kingham	Previous version: September 2017	Review Date: September 2023

Introduction

This policy applies to all members of staff, paid or unpaid, and volunteers including board members working on behalf of [ORGANISATION NAME], it applies to all aspects of our work and will promote and safeguard the welfare of children, young people and adults at risk.

Role and Responsibilities

Everyone has a responsibility to safeguard and promote the welfare of children, young people and adults at risk and all staff, paid or unpaid must be clear about the actions they must take if they have any concerns about children young people and adults at risk. The purpose of this policy is;

- to safeguard and protect children, young people and adults at risk who receive [ORGANISATION NAME] services
- promote good practice for safeguarding children, young people and adults at risk.
- to ensure that everyone understands their responsibilities and allow all staff and volunteers to make informed and confident responses to specific issues.

Policy Statement

A child is defined by the Children's Act 1989 as anyone less than 18 years of age. A 'child at risk' is defined in the Social Services and Wellbeing Act (Wales) Act 2014 as a child who;

- is experiencing or is at risk of abuse, neglect or other kinds of harm; and
- has needs for care and support (whether or not the local authority is meeting any of those needs)

An 'adult at risk' is defined in the Social Services and Wellbeing Act (Wales) 2014 as an adult who:

- is experiencing or is at risk of abuse or neglect;
- has needs for care and support (whether or not the Local Authority is meeting any of those needs); and
- as a result of those needs is unable to protect himself or herself against abuse or neglect or the risk of it

Designated Professional for Safeguarding

[TITLE] is the Designated Professional for Safeguarding at [ORGANISATION NAME] and can be contacted on [CONTACT DETAILS].

The main responsibilities of the designated professional for safeguarding include providing support and guidance to colleagues as well as making sure that all staff and volunteers:

- know how to raise safeguarding concerns
- understand the symptoms of abuse and neglect
- know how and where to refer any concerns

Reporting Expectations

All [ORGANISATION NAME] members of staff or volunteers who work with children, young people or adults at risk are expected to report their concerns if they feel that a child, young person or adult is at risk.

Procedures and Guidelines for Safeguarding and Protection

This policy has been drawn up on the basis of law and guidance that seeks to protect children, young people and adults at risk. A range of documents, both national and local, guide the procedures for children, young people and adults at risk such as the Children Act 1989 and the Social Services and Well being (Wales) Act 2014.

- [Wales Safeguarding Procedures](#) which describe in detail the actions to be taken by at all stages of the **child protection** and **adult protection** process.
- [Cwm Taf Morgannwg Safeguarding Board Policies and Procedures](#) A range of local multi-agency safeguarding policies and procedures approved by the Safeguarding Board are available at www.ctmsb.co.uk
- The Cwm Taf Morgannwg Safeguarding Board Website also gives details of those you would need to contact should you have a concern

Safer Recruitment

We will check whether the roles we offer should be subject to a DBS check and where appropriate we will use these checks to help us assess the suitability of staff/volunteers to fill those roles. The Disclosure and Barring Service (DBS) helps employers/organisations to make safer recruitment decisions and prevent unsuitable people from working with vulnerable groups.

We will provide an induction for all new members of [ORGANISATION NAME], and provide appropriate training to enable all personnel to undertake their roles safely and confidently. We will also provide ongoing training as benefits the personal and professional development of individuals and of our organisation.

Reporting Concerns about a Colleague.

If the behaviour of a member of staff or volunteer towards children or adults causes concern this must be reported;

- do not dismiss your concerns
- do not confront the person about whom you have concerns
- your concerns **must** be discussed with the safeguarding lead

[ORGANISATION NAME] assures that it will fully support and protect anyone, who in good faith reports his or her concerns that a colleague is, or may be, abusing a vulnerable person.

When allegations of abuse are made against a member of paid or unpaid staff or a volunteer, whether the abuse is happening currently or has happened in the past, the matter will be reported to the Local Authority to investigate.

Reporting a Concern

Anyone who has a concern regarding the safety of a child, young person or adult at risk, or the behaviour of an individual towards a child, young person or adult at risk should contact the relevant Multi-Agency Safeguarding Hub immediately using the relevant numbers below;

For a child or young person:

In Rhondda Cynon Taf: 01443 425006

In Merthyr Tydfil: 01685 725000

In Bridgend: 01656 642320

For an adult:

In Rhondda Cynon Taf: 01443 425003

In Merthyr Tydfil: 01685 725000

In Bridgend: 01656 642477

To contact Children or Adults Services outside office hours, at weekends and bank holidays, call:

Cwm Taf Morgannwg Morgannwg Emergency Duty Team on **01443 743665**.

If you suspect that a child, young person or an adult is at immediate risk of harm call 999 and speak to the Police.

Declaration

We are committed to reviewing our policy and good practice annually.

This policy was last reviewed on:.....(date)

Signed:.....

Further information and support is available for third sector organisations and community groups. Please contact:

Voluntary Action Merthyr Tydfil on 01685 353900

Interlink Rhondda Cynon Taf on 01443 846200.

BAVO Bridgend on 01656 642029