

# Allington Hill and Coopers Wood & Field Community Group

## Safeguarding Policy

The Allington Hill and Coopers Wood & Field Community Group is a volunteer group working with the Woodland Trust to maintain and enhance Allington Hill and with Allington Parish Council to maintain and enhance Coopers Wood & Field. Children, young people and vulnerable adults are encouraged to join in the general activities and in the events held during the year.

The group has a constitution governing its activities.

There is a Committee consisting of between 3 and 15 volunteers. This committee organises work days, events and fund raising.

There is no formal membership of the Allington Hill and Coopers Wood & Field Community Group.

Specific events are held 2 / 3 times a year, with activities provided for children. These events are open to anyone who wishes to attend,

There is an outdoor play trail consisting of sturdy play equipment suitable for children and adults. Use of this equipment is not supervised by the Allington Hill Volunteers.

### **Safeguarding Policy**

*This policy outlines a code of practice, which will safeguard the welfare of children, young people and vulnerable adults within our activities and projects. The main principle of this policy is to act as a set of guidelines for our volunteers if they have substantial contact with these groups.*

#### **Responsibility/Duty of Care**

We have a duty of care towards all children, young people and vulnerable adults involved in our activities.. Parents and carers have a right to expect that volunteers who run activities for these groups will not abuse their positions of trust and cause physical, sexual or emotional harm to those in their care.

#### **Planning for Activities and projects**

Before any activity is planned we will make sure that people are clear on their roles and responsibilities and that the following are considered:

- If the activity is going to be carried out by children / young people / vulnerable adults
- The volunteer to child / young person / vulnerable adult ratio required and availability of volunteers.
- If the activity is the sole activity at the time
- The age groups of those involved and any special needs requirements.

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- The skills and experience of volunteers
- The general health and safety requirements of the project e.g. space

### Volunteers

- We will aim to ensure that at no time is a single adult in the company of a lone child / young person / vulnerable adult who is not part of their immediate family.
- We will ensure that no activity takes place without being supervised by at least 2 responsible trained adults.
- Volunteers will ensure that other volunteers are not abusing their position to form a relationship with a child / young person / vulnerable adult and all volunteers will be informed clearly that at no time should they encourage children / young people / vulnerable adults into their home.

### How to deal with discovery or disclosure of abuse

- Volunteers must build good relationships with parents / carers as well as children / young people / vulnerable adults.
- Volunteers have a duty in law to take action if they have grounds for suspecting abuse is taking place. Concern must first and foremost be for the child / young person / vulnerable adult. Volunteers may feel caught between their responsibilities to the parent / carer and the child / young person / vulnerable adult. However, the volunteer's duty must be with the child / young person / vulnerable adult. In any situation where abuse is suspected, the Dorset Social Services Department must be informed. Recordings of observations or discussions should be kept.
- If abuse is suspected, confidentiality and sensitivity must be regarded at all times.
- Volunteers must inform a member of the Allington Hill and Coopers Wood & Field Community Group Committee if they suspect abuse is occurring..

### Protection of volunteers.

- Although these guidelines are for the protection of children / young people / vulnerable adults, they are also there to protect the volunteers.
- An anxiety shared at an early stage can prevent trouble. E.g. A volunteer may be the object of provocative behaviour from a young person or vulnerable adult. This must be reported to a member of the Allington Hill Volunteers Committee as soon as possible.