



**Dunstable Good Neighbours**

## Safeguarding and Protection of Children, Young Persons and Vulnerable Adults Policy

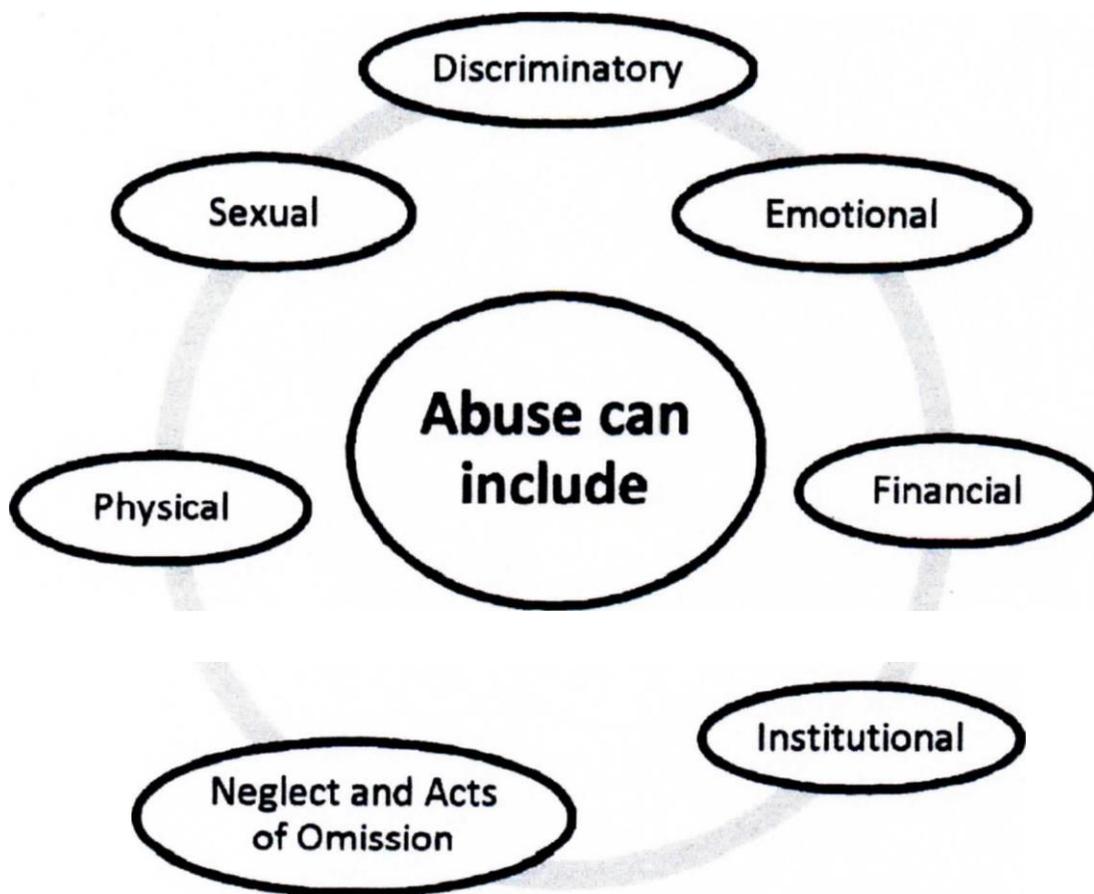
Dunstable Good Neighbours is committed to ensuring that children, young people and vulnerable adults who use our services are not abused and that working practices minimise the risk of such abuse. Dunstable Good Neighbours recognises its responsibility to safeguard the welfare of all children, young people and vulnerable adults, by a commitment to practice which protects them. This policy ensures compliance with current UK Government legislation, including the Safeguarding Vulnerable Groups Act 2006; Mental Capacity Act 2005; the Children Act 2004; Working Together 2013; Care Act 2014 - this Act sets out a clear framework for the protection of adults at risk of abuse or neglect.

Dunstable Good Neighbours will appoint a named designated person who will be the main contact for reports and following procedures. The named designated person will receive the relevant safeguarding awareness training. Volunteers of Dunstable Good Neighbours have a duty to identify abuse and will report any concerns or disclosure to the named designated person, who will be an officer of the committee and who will notify the Central Beds Safeguarding Team if appropriate.

## Safeguarding Service Users

### Definition

Vulnerable adults are people over the age of 18 and are receiving, or may need, help and services to live in the community. Vulnerable adults may be unable to take care of themselves and unable to protect themselves from harm or exploitation by other people. Children and young people are under the age of 18.



Other types of abuse include modern slavery, domestic abuse and forced marriage.

Abuse can take place in any setting, public or private, and can be perpetuated by anyone.

### **Volunteers must:**

- Treat all children, young people and vulnerable adults with respect.
- Attend training in Safeguarding Awareness, keep regularly updated and attend Refresher training every two years
- Provide an example of good conduct always.
- Ensure that, whenever possible, there is more than one adult present during activities with children and young people or at least that you are within sight or hearing of others. Dunstable Good Neighbours volunteers will not give lifts to unaccompanied children
- Respect a child, young person or vulnerable adult's right to dignity, respect and personal privacy.
- Encourage children, young people and vulnerable adults to feel comfortable and caring enough to point out attitudes or behaviour they do not like.
- Remember that someone else might misinterpret your actions, no matter how well-intentioned.
- Recognise that special caution is required when you are discussing sensitive issues with children, young people and vulnerable adults.
- Always operate within Dunstable Good Neighbours principles and guidance.
- Always report all unacceptable behaviour, and report all allegations or suspicions of abuse, as soon as possible to the helpdesk (07491 455777). The helpdesk will then contact the Dunstable Good Neighbour designated Safeguarding lead, who in turn will contact you as soon as possible.
- In an emergency where a person, or persons, are at immediate risk of harm the volunteer must dial 999 and ask for the police. The volunteer must later contact the helpdesk (07491 455777) to report this.
- Keep to the facts when reporting an incident

### **Volunteers must not:**

- Have inappropriate physical or verbal contact with children, young people or vulnerable adults.
- Allow yourself to be drawn into inappropriate attention-seeking behaviour.
- Make suggestive or derogatory remarks or gestures in front of children, young people or vulnerable adults.
- Make assumptions or probe for more details if there is an incident
- Carry out any investigations or discuss with anyone other than those who need to know
- Either exaggerate or trivialise abuse issues.
- Believe "it could never happen to me".
- Take a chance when common sense, policy or practice suggests another more prudent approach.

## **Rights and responsibilities:**

### **Responsibilities of Dunstable Good Neighbours committee and officers:**

- To have, and review annually, a group safeguarding policy
- To ensure volunteers are aware of the safeguarding of children, young adults and vulnerable adults protection policy.

To notify the appropriate agencies if abuse is identified or suspected and ensure that all referrals to services have full information in relation to identified risk and vulnerability

- To support and, where possible, secure the safety of individuals and ensure that all referrals to services have full information in relation to identified risk and vulnerability.
- Carry out Disclosure and Barring Service (DBS) checks for all volunteers, as required for current Legislation.
- To ensure that at least one steering committee member attends a Safeguarding Awareness training session each year to keep the group policy up to date; and to
- To ensure that other volunteers have attended training in Safeguarding Awareness, keep regularly updated and attend Refresher training every two years

### **Responsibilities of Dunstable Good Neighbours volunteers:**

- To have confirmed by signature that they have read the children, young people and vulnerable adult protection policy
- To take appropriate action, in line with the policy of Dunstable Good Neighbours
- To declare any existing, or subsequent, convictions.

### **The child, young person and vulnerable adult has the right:**

- To be made aware of this policy
- To have alleged incidents recognised and taken seriously
- To receive fair and respectful treatment throughout
- To be involved in any process as appropriate
- To receive information about the outcome

## **Safeguarding Volunteers**

Dunstable Good Neighbours Officers and Committee have a duty of care to take all reasonable steps to safeguard our volunteers and are mindful that they have the right to be treated fairly.

Any allegations of abuse reported against or by volunteers will be investigated in accordance with this policy and procedures. The named designated person will, in the first instance, report to the Local Authority Designated Officer (LADO) for advice and guidance. The LADO (known in Central Bedfordshire Council as the Allegations Manager) oversees investigations into allegations and concerns involving staff and voluntary workers.

### **Support for those who report abuse:**

All those volunteers or service-users making a complaint, allegation or expressing concern, should be reassured that:

- They will be taken seriously
- Their comments will be treated confidentially, but their concerns may be shared with the appropriate authorities, if they or others are at significant risk.
- All written record and personal information will be kept confidential and secure Dunstable Good Neighbours committee is committed to reviewing this policy and our good practice annually

**Nominated Designated Person appointed 2020/2021:**

**Name: Hector Selth**

**Contact Tel 07491 455777**

**Central Bedfordshire Safeguarding Team**

Tel: 0300 300 8122 (Monday to Friday, 8:45am to 5:20pm)

Tel: 0300 300 8123 (outside of these hours)

Email: [adult.protection@centralbedfordshire.gov.uk](mailto:adult.protection@centralbedfordshire.gov.uk)

Chair's signature: 

Print name: Andrew Harland

Adopted on: 14<sup>th</sup> April 2021

Review date: 14<sup>th</sup> April 2023