



Britain Yearly Meeting

Safeguarding policy

Purpose and scope

The purpose of this policy is to:

- protect from harm children, young people and adults at risk engaged in Quaker activities,
- provide staff and volunteers, as well as children, young people and their families, with the overarching principles that guide our approach to the protection of children and adults at risk in our Quaker communities.

It applies to anyone working on behalf of Quakers, including senior managers and the board of trustees, paid staff, volunteers, sessional workers, agency staff, those receiving grant funding, groups that use space in BYM premises and students. Quaker area meetings have their own safeguarding policies and procedures.

Legal framework and definitions

This safeguarding policy is written in line with legislation, policy and guidance that seeks to protect children and vulnerable adult groups in the UK.

An 'adult at risk' replaces the term 'vulnerable adult' and is someone who may be in need of help because they have care and support needs. They may be unable to stop someone else from harming or exploiting them.

Supporting documents

This policy is supported by the *Safeguarding Procedures and Guidance* manual and other related documents which can be found either on the Friends' House intranet site, the website at www.quaker.org.uk or on request from the Safeguarding Officer. Related documents include:

- how to deal with disclosures and concerns about a child, young person or adult at risk
- safeguarding data management system user protocol
- role description for the BYM Safeguarding Officer
- managing allegations against staff and volunteers
- recording concerns and information sharing
- child protection records retention and storage
- expectations of volunteers and staff working with children
- behaviour codes for children and young people

- photography and sharing images guidance
- safer recruitment
- online events safeguarding policy
- anti-bullying
- managing complaints
- whistleblowing
- health and safety
- induction, training, supervision and support
- adult to child supervision ratios

Quakers believe that:

- children, young people and adults at risk should never experience abuse of any kind – all adults and children deserve respect, value and care appropriate to their needs;
- there is ‘that of God’ in everyone – our care extends to victims of abuse, those who are vulnerable to abuse and perpetrators of abuse;
- we have a responsibility to promote the welfare of all children, young people and adults at risk – to keep them safe and to practise in a way that protects them.

Quakers recognise that:

- the welfare of children and adults at risk is paramount in all the work we do and in all the decisions we take – all children and adults at risk, regardless of age, disability, gender reassignment, race, religion or belief, sex or sexual orientation have an equal right to protection from all types of harm or abuse;
- some children and adults are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues;
- working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people’s welfare.

We will seek to keep children and vulnerable adults safe by:

- valuing, listening to and respecting them;
- appointing a safeguarding officer, a number of safeguarding champions and a lead trustee/board member for safeguarding;
- adopting child protection and safeguarding best practice through our policies, procedures and expectations of staff and volunteers and fostering a culture of good practice in relation to activities promoted by Quaker meetings and groups;
- implementing an effective *Online safeguarding policy* and related procedures;
- providing effective management for staff and volunteers through support and role-appropriate safeguarding training, so that all staff and volunteers are able to follow our policies, procedures and behaviour codes confidently and competently;
- responding without delay to any allegation or complaint that is made that suggests that a child, young person or vulnerable adult may have been harmed or is at risk of harm;
- keeping an open mind when allegations emerge, despite friendships and reputations;

- ensuring all staff and volunteers know when and how they should report a concern, what action to take and when to inform a statutory agency;
- cooperating fully with police and other statutory agencies in the investigation of abuse;
- recruiting and selecting staff and volunteers using the principles of safer recruitment, ensuring all necessary checks are made;
- recording, storing, using and destroying information professionally and securely, in line with GDPR legislation and guidance;
- sharing safeguarding information and good practice with vulnerable groups and their families;
- ensuring that vulnerable individuals and their families know where to go for help if they have a concern, using our safeguarding procedures to share concerns and relevant information with those responsible for safeguarding and/or relevant outside agencies;
- using our procedures to manage any allegations against staff and volunteers appropriately;
- creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any incidents arising;
- ensuring that we have effective complaints and whistleblowing measures in place;
- providing a safe physical environment for our children, young people, staff and volunteers, in or out of Quaker buildings, by applying Health and Safety measures in line with the law and regulatory guidance;
- building a safeguarding culture where staff, volunteers, adults at risk, children, young people and their families treat each other with respect and are comfortable about sharing concerns;
- promoting and fostering a culture of 'informed vigilance' about the dangers of possible abuse and creating an environment where safeguarding is everyone's responsibility;
- taking appropriate action where someone is known to have harmed someone or to pose a risk to children, young people or adults, to protect all vulnerable groups – such a person will only be able to attend centrally managed activities if appropriate pastoral care can be put in place to support them, along with robust and effective risk-management during the event.

Contacts

BYM Safeguarding Officer: Mark Mitchell, safe@quaker.org.uk, 0207 663 1156

For independent safeguarding advice contact **Thirtyone:eight safeguarding advisory service:** info@thirtyoneeight.org, 0303 003 1111

BYM Trustees, who are responsible for the centrally managed work of Quakers in Britain, have approved this safeguarding policy in relation to any centrally managed work that involves activities for and with children and other vulnerable people. BYM Trustees review this safeguarding policy annually, making amendments as necessary. In addition, BYM staff are available to offer advice and guidance to all area meetings, which are all independent charities. Quaker faith & practice 4.14 sets out the need for all area meetings to agree a safeguarding policy of their own.

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