

# SAFEGUARDING POLICY



## Introduction

1. The Friends of Woodthorpe Grange Park (FoWGP) is a not-for-profit organisation run by a committee of volunteers.
2. The FoWGP is based at: Woodthorpe Grange Park (c/o Nottingham City Council), Woodthorpe Drive, Woodthorpe, Nottingham. NG5 4HA. One of the committee members has particular responsibility for safeguarding.
3. This policy has been drafted by a Committee member that has received basic training in their workplace and as a School governor.
4. The Chairperson (as an emergency action) has adopted this safeguarding policy and expects every adult working or helping at the FoWGP to support it and comply with it.
5. The Chairperson (also as an emergency action) is the appointed Safeguarding Officer at least until the 2021 AGM.
6. Consequently, this policy shall apply to all committee members and volunteers working or acting on behalf of the FoWGP.
7. Everybody has the right to be safe no matter who they are or what their circumstances.

## Safeguarding and promoting well-being and welfare

This means:

- protecting the rights of adults to live in safety, free from abuse and neglect
- protecting children from maltreatment; preventing impairment of health or development;
- ensuring they are growing up in circumstances consistent with the provision of safe and effective care; and

- taking action to enable them to have the best outcomes

## **Commitment**

FoWGP will react responsibly to reports of safeguarding risks and incidents of abuse and take steps to make sure members of or volunteers which deliver activity on behalf of FoWGP are aware of this policy and individual responsibility by:

- 1) Listen and take seriously this matter
- 2) Report any concern to the Safeguarding officer or committee member
- 3) Record the concern by emailing the Safeguarding officer of FoWGP with details of the concern and action taken (names, dates, times, contact details, where reported, any immediate actions)
- 4) Chairperson of FoWGP will follow up, if necessary, confirming appropriate report has been made as per statutory responsibility
- 5) The Safeguarding Officer will maintain a record of all safeguarding concerns in accordance with data protection.

## **Addressing specific risks promoting the safeguarding of children**

1. Before starting any event for unaccompanied children, the group will carry out a simple risk assessment and then take steps to minimise all risks to health and safety of the volunteers. In some circumstances, for FoWGP to be family inclusive, activities may also include children will be made aware of any particular risks and of the steps to be taken to minimise those risks. The FoWGP committee will keep a record of all risk assessments.
2. Sufficient adults must be present at any event to manage children to enable one adult to deal with any emergency while another adult supervises the children not directly affected by the emergency.
3. No photos will be taken or published of any child attending an event or activity unless prior permission is sought from a person with parental responsibility. If any person has any concerns regarding any person taking photos at an event or activity, that person should contact the FoWGP Safeguarding officer.

Written by Matt Wilson, Treasurer.

Approved by:

Alex Staniforth, Chairperson

Date:21 January, 2021

Next review of this policy January 2022.