



Safeguarding Policy V1.1

GROUP NAME Community Group is committed to ensuring all persons participating in group activities have a safe and positive experience.

We do this by:

- 1) Putting things in place
- 2) Having the Right People in Place
- 3) What do you do if you have a concern?
- 4) Group Specific Guidance

1. Putting things in place

We recognising all persons participating in **GROUP NAME** Community Group activities (regardless of age, gender, race, religion, sexual orientation, ability or disability) have the right to be safe and protected from harm in a safe environment.

We ensure individuals participating within **GROUP NAME** Community Group at, or for, our community group provide a welcoming, safe, and fun experience for persons of all ages.

We provide an environment where the views of adults, children, parents and volunteers are sought and welcomed on a range of issues. This will help us create an environment where people can voice any concerns (about possible suspected child abuse/neglect, and/or about poor practice) to the Groups Welfare Officer.

We ensure all individuals participating within **GROUP NAME** Community Group at, or for, the community group are recruited and appointed in accordance with safeguarding guidelines and relevant legislation.

Disclosure & Barring Service (DBS) checks will be undertaken with senior members of the community group & during hours of operation **GROUP NAME** will ensure that at least 1 DBS checked member is present.

2. Having the Right People in Place

Appointing a **GROUP NAME** Community Group Welfare Officer and ensuring they are aware of current welfare and safety policies:

Our Club Welfare Officer's details are below -

Name: _____

**GROUP NAME Community Group
Safeguarding Policy V1.1**

Email address: _____

Phone Number: _____

Club Welfare Officers Role.

- To act as the first point of contact for **GROUP NAME** service users and volunteers within the Group
- As a local source of procedural advice for the community group, its committee and members
- As the main point of contact within **GROUP NAME** Community Group for designated local authority Safeguarding Team.
- As the main point of contact within the club for relevant external agencies in connection with vulnerable persons & child safeguarding.
- Ensuring correct and comprehensive reporting procedures exist for raising and managing vulnerable person &/or child safeguarding concerns.

3. What do you do if you have a concern?

We ensure all suspicions, concerns and allegations are taken seriously and dealt with swiftly and appropriately.

We will ensure access to confidential information relating to vulnerable person & child safeguarding matters, is restricted to those who need to know, in order to safeguard vulnerable persons & children – including the **GROUP NAME** Community Group Welfare Officer and the appropriate external authorities, such as the Local Authority Designated Officer.

4. GROUP NAME Community Group Duties Specific Advice

We ensure all individuals working within **GROUP NAME** Community Group at, or for, the community group are provided with support, through education and training, so they are aware of, and can adhere to, good practice and Code of Conduct guidelines defined by the Local Authority.

Date Completed – _____

Completed By – _____

GROUP NAME Community Group Safeguarding Officer