



Safeguarding Policy Statement June 2022

We seek to ensure that all our group members are aware of what is required from them under the vulnerable adult and child protection policy and make sure that it is practised at all times.

It is the responsibility of each one of us to prevent the physical, sexual or emotional abuse and neglect of vulnerable adults and children.

We commit ourselves to avoid working in areas or interacting with vulnerable adults and children whenever possible but understand that this might not be possible on some projects.

This statement is to be brought to the attention of all staff and volunteers when they join, as part of their induction programme.

GRWP DATBLYGU LLANBERIS DEVELOPMENT GROUP SHALL:

- Plan its activities so as to minimise situations where the abuse of vulnerable adults and children might occur.
- Ensure that all group members know where the nearest telephone is in case of emergencies.
- Ensure group members working near vulnerable adults or children are suitably trained.
- To report any instances or potential issues they have identified.

DESIGNATED PERSON:

Grwp Datblygu Llanberis Development Group has a designated person who is responsible for dealing with any concerns about the protection of vulnerable adults or children. Rob Nicholson is the Designated Safeguarding Person. Glyn Hughes is the Deputy Designated Safeguarding Person. They will undertake suitable training.

RECORDING:

The designated person will make notes and keep confidential records of any disclosure or concerns they or another volunteer or worker has and seek advice from the Social Services Department or the Police.

Group members must ensure that their recording of facts, incidents, assessments, referrals, case discussions are all sufficient, accurate, concise, up-to-date, legible, dated and factual. Opinions should be kept to a minimum and backed up by factual evidence. Any supporting evidence should be preserved and clearly labelled. These records must be stored in an individual file and stored securely in a manner that safeguards the individual's right to privacy and security. These records are available to individuals on request (not third-party information) and may be used as evidence in disciplinary proceedings or in civil or criminal prosecutions. Records may be kept securely for up to 5 years before disposal.

WHISTLE-BLOWING:

Group members are encouraged to take action when suspicious that abuse is occurring – no matter what the setting, who the perpetrator is or who the victim is. Grwp Datblygu Llanberis Development Group will respect and not penalise those who stand up for anyone who is suspected of being abused. Staff have a responsibility to report any occurrences or suspicions of adult abuse. Members who report abuse are protected by the Public Interest Disclosure Act 1998.

REMEMBER:

It is important that everyone in Grwp Datblygu Llanberis Development Group is aware that the person who first encounters a case of alleged or suspected abuse is not responsible for deciding whether or not abuse has occurred. That is a task for the professional vulnerable adult & child protection agencies following a referral to them of concern about someone.

AWARENESS OF HARM AND ABUSE IN OUR ORGANISATION:

Harm is caused by accidents, deliberate abuse (physical, sexual, emotional, financial), neglect (deliberate or not) or factors such as bullying, prejudicial attitudes or a failure to enable a person to participate in activities that are open to most of their peers.

All incidents of harm to anyone involved in our service will require an appropriate response to reduce risks and improve our service.

Deliberate acts of harm (sexual, physical, emotional and financial) and neglect are abuses against the person and will require immediate safeguarding action to be taken. If you are a witness to an act of harm, or a disclosure of harm, you are expected to follow the Grwp Datblygu Llanberis Development Group Safeguarding Reporting Procedure and record the information immediately on the Safeguarding reporting form. This will allow the Safeguarding Officer to take appropriate action. The Reporting Procedure and form are available when events take place and can be obtained from Rob Nicholson.

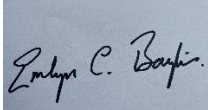
Significant harm is the accepted point at which it is appropriate to refer the situation to statutory agencies. The harm may take place over a number of incidents or might be a single, serious incident. It is better to seek advice than to do nothing. It is not your role to determine whether abuse has taken place; however immediate and accurate recording will allow the Safeguarding Officer to make a decision. This may include passing information on to Statutory Authorities, who will have a duty to investigate.

When a disclosure is received the Safeguarding Designated Person and Deputy are empowered to act accordingly.

- To log all conversations regarding the issue
- To sign and request signatures on reports and statements
- Confidentially seek advice from expert sources
- Share concerns and discuss professionally the appropriate actions
- Share concerns and make referrals to external agencies such as Social Services, the Police or NSPCC as appropriate
- Make a referral to the Disclosure and Barring Service regarding staff or volunteers in regulated activity whose conduct is harmful to service users and when they are removed from regulated activity
- Obtain DBS certificates for safeguarding officers and others as appropriate
- Any information shared may be passed on to relevant and suitable third party organisations at the discretion of the safeguarding team

PROCEDURE:

- If you are worried about a child, young person or vulnerable person taking part in, or present at a service, event or facility provided by Grwp Datblygu Llanberis Development Group then make a confidential, factual note of your concern & report it to one of the Designated Persons - Rob Nicholson or Glyn Hughes without delay - if possible when the person you are concerned about is still present.
- If you are concerned about the actions or inactions of a volunteer or worker working for Grwp Datblygu Llanberis Development Group and you think that someone may suffer harm, neglect or abuse as a result then report your concern to one of the Designated Persons
- Only discuss your concern with one of the designated persons
- Write down accurately what you see or what you hear said and hand this note to Rob Nicholson or Glyn Hughes.
- If you would like feedback about what actions were taken as a result of your concern then please contact one of the Designated Persons- You can make contact through the contact form on Llanberis.org without entering sensitive information

Signed:		Mr. Emlyn Baylis- Chairman July 2022
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