



Safeguarding Children and Adults at Risk

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1. Who this Policy applies to

To all Trustees, Volunteers and Workers of Blaydon Youth and Community Centre CIO ('BYCC').

2. Other Policies

This policy should be read alongside all other BYCC policies and procedures. These will be provided as part of a new Trustee, Volunteer and Worker welcome and induction pack/process.

3. Aims

BYCC believe that a Child or Adult at risk should never experience abuse of any kind. We have a responsibility to promote the welfare of all Children and Adults at risk and to keep them safe. We are committed to practice in a way that protects them and aim to:

1. Ensure Children and Adults at risk are welcomed into a safe, caring environment with a happy and friendly atmosphere.
2. Ensure Trustees of BYCC, Volunteers and Workers understand that safeguarding is everyone's responsibility.
3. Protect Children and Adults at risk who engage in BYCC activities and services from harm at all times.
4. Provide anyone volunteering/working with BYCC with the overarching principles guiding our approach to safeguarding Children and Adults at risk.

4. Children and Adults at Risk & Safeguarding

Children and Adults at risk are defined as individuals of all ages.

1. Have needs for care and support whether or not the Local Authority is meeting any of those needs, and;
2. Are experiencing, or are at risk of abuse or neglect: and
3. As a result of those care and support needs are unable to protect themselves from either the risk of, or the experience of abuse and neglect.

(Care Act 2014)

Safeguarding is work that enables Children and Adults at risk (vulnerable Children and Adults) to retain independence, wellbeing and choice and to live a life free from abuse, including neglect. It is important to understand safeguarding is everyone's responsibility. We all have a roll to play in preventing abuse. If you see something of concern, then you should report this to your designated point of contact within BYCC as quickly as possible.

5. What is Children and Adult abuse and neglect?

The Care Act defines the abuse and neglect of Children and Adults to be:

1. Physical
2. Financial
3. Sexual
4. Neglect
5. Emotional
6. Self-Neglect
7. Modern Slavery
8. Domestic Abuse
9. Exploitation
10. Discrimination
11. Organisational (Institutional)

6. How we will keep Children and Adults at risk safe.

BYCC will work to:

1. Promote an approach that concentrates on improving life for the Children and Adults concerned .
2. Appointing a Senior member(s) of the management team as lead(s) for the safeguarding of Children and Adults at risk within BYCC. Designated leads are currently Stephen Roberts (Centre Manager) and Nikki Best (Childcare Manager)
3. Ensuring appropriate participation in training.
4. Adopting safeguarding practices through procedures and a code of conduct for Volunteers.

5. Providing effective management for Volunteers and Workers through supervision, support and training. This will include ensuring our Volunteers and Workers know what to do if they are worried about the safety or well-being of a Child or Adult.
6. Ensuring that all third-party providers i.e. Coaches/instructors have up-to-date DBS checks and relevant insurances, prior to delivering at BYCC.
7. Recruiting Trustees, Volunteers and Workers, ensuring all necessary checks are made.
8. Using our safeguarding procedures to share concerns and relevant information with Agencies who need to know.
9. Using our procedures to manage any allegations against Trustees, Volunteers and Workers appropriately.
10. Ensuring we have effective complaints procedures in place.
11. Ensuring we provide a safe physical environment for Children and Adults at risk, Trustees and Workers by applying Health and Safety measures in accordance with the law and regulatory guidance.
12. Ensuring safe use of social media.

7.Responding to Children and Adults who have experienced or are experiencing abuse.

BYCC recognizes it has a duty to act on reports, or suspicions of abuse or neglect. It also acknowledges taking action in cases of Children and Adult abuse is never easy.

How to respond if you receive an allegation:

1. Reassure the person concerned.
2. Listen to what they have to say.
3. Record what you have been told/witnessed as soon as possible.
4. Remain calm and do not show shock or disbelief.
5. Tell them that the information will be treated seriously.
6. Do not start to investigate or ask details or probing questions.
7. Do not promise to keep it a secret.

If you witness abuse, or abuse has just taken place, the priorities will be:

1. To call an Ambulance if required.
2. To call the Police if a crime has been committed.
3. To preserve evidence.
4. To keep yourself and others safe.
5. To inform your designated point of contact - Safeguarding lead(s)
6. To record what happened in the BYCC Safeguarding File where safeguarding Children and Adults concerns will be recorded.
7. If you feel unable to raise your concerns within BYCC then concerns can be raised with Gateshead Children and Adult Social Care Direct (see contact details below Page 5)

8.Managing an allegation against a Trustee, Volunteer or Worker.

BYCC will ensure that any allegations made against Trustees, Volunteers or Workers will be dealt with swiftly.

Where a Trustee, Volunteer or Worker is thought to have committed a criminal offence the Police will be informed. If a crime has been witnessed the Police should be contacted immediately.

The safety of the individual(s) concerned is paramount. A Risk Assessment must be undertaken immediately to assess the level of risk to all customers posed by the alleged perpetrator. This will include whether it is safe for them to continue in their role or any other role within the charity whilst the investigation is undertaken.

The Senior member(s) of management team designated as the lead(s) for Safeguarding of Children and Adults at risk will liaise with Gateshead Children and Adult Social Care Direct to discuss the best course of action and to ensure that the appropriate procedures of BYCC are coordinated with any other enquiries taking place as part of the ongoing management of the allegation.

If the allegation is about the Senior member(s) of management team designated as the lead(s) for Safeguarding of Children and Adults at risk, then the Chairperson, or other suitable Trustee should liaise with Gateshead Children and Adult Social Care Direct.

All Data collected and stored should be done so in accordance with BYCC Confidentiality Policy as well as Data Protection.

9.Training is available from

Free safeguarding Children and Adults training for Practitioners and Volunteers active in Gateshead, who come into contact with Children and Adults with care ad support needs.

Visit www.gateshead.gov.uk/lscb/Training/home.aspx

10.Contacts	Name	Telephone
Designated Member(s) of senior Management team	Stephen Roberts & Nikki Best	0191 4147849
Local Authority	Gateshead Children and Adult Social Care Direct	0191 433 7033

Local Authority night contact	Gateshead Emergency Duty Team	0191 477 0844
Police	Northumbria Police Safeguarding Department	101
Modern Slavery – NSPCC	Helpline for concerns that a Child or an Adult is a victim of slavery.	0800 0121 700

This document was reviewed on 16th April 2025 and will be reviewed annually.

Date: 16.4.25

Signed: CJMarr (CEO at BYCC).