





#### SAFEGUARDING POLICY STATEMENT

#### **FOR**

#### **Hidden Treasure Trust CIO**

(Charity number 1200251)

Hidden Treasure Trust CIO (Hidden Treasure). We exist for the benefit of our local Partington community as well as the wider borough and region. As a not-for-profit organization, our goal is to use all the resources at our disposal to support families and residents in Partington through a range of services, education, and partners. In fulfilling this goal, we:

- Have a programme of activities with children<sup>1</sup> and adults at risk<sup>2</sup>
- Welcome children and adults at risk into the life of our community
- Make our premises available to organizations working with children and adults at risk.

As trustees, members of staff and volunteers, we commit ourselves to the nurturing, protection and safeguarding of all associated with Hidden Treasure. We recognise its responsibility for the safeguarding of all children and adults at risk, regardless of gender, ethnicity, or ability. In pursuit of this, we commit ourselves to the following policies and to the development of procedures to ensure their implementation.

### Prevention and reporting of abuse

It is the duty of each trustee, member of staff and volunteer to help prevent the physical, sexual, emotional abuse and neglect of children and adults at risk, and the duty of all to respond to concerns about the wellbeing of children and adults at risk, including to report any abuse disclosed, discovered, or suspected. Trustees, members of staff and volunteers will fully co-operate with any statutory investigation into any suspected abuse linked with Hidden Treasure; Children's Social Services has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about a child. Adult Social Care has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about an adult at risk.

### Safe recruitment, support, and supervision of workers

Trustees, members of staff and volunteers will exercise proper care in the selection and appointment of those working with children and adults at risk, whether paid or voluntary. All workers will be provided with appropriate training, support, and supervision to promote the safekeeping of children and adults at risk.

## Respecting children and adults at risk

Trustees, members of staff and volunteers will adopt a code of behaviour for all who are appointed to work with children and adults at risk so that all children and adults are shown the respect that is due to them, implementing the requirements of all relevant legislation including, but not limited to; Working Together to Safeguard Children 2018, the Disability Discrimination Acts 1995 and 2005, Equality Act 2010, and referring concerns about adults with care and support needs to the local authority under the Care Act 2014.

#### Safe working practices

Trustees, members of staff and volunteers are committed to providing a safe environment for activities with children and adults at risk and will adopt ways of working that promote their safety and wellbeing, ensuring that we are keeping up to date with national and local developments relating to safeguarding.

<sup>&</sup>lt;sup>1</sup> For the purpose of this policy child refers to anyone under the age of 18.

<sup>&</sup>lt;sup>2</sup> There is no standard single definition for an adult at risk, so for our policy we are using the following simple definition taken from CCPAS (Churches' Child Protection Advisory Service): "Any adult aged 18 or over who due to disability, mental function, age, illness or traumatic circumstances may not be able to take care or protect themselves against the risk of significant harm, abuse, bullying, harassment, mistreatment or exploitation."

#### A safe community

Trustees, members of staff and volunteers are committed to the prevention of bullying. Trustees, members of staff and volunteers will seek to ensure that the behavior of any individuals who may pose a risk to children and adults at risk in Hidden Treasure is managed appropriately. Where an allegation suggests that a criminal offence may have been committed, the police should be contacted as a matter of urgency.

### Responsible people

• The trustees have appointed **Claire Nolan** as the Safeguarding Coordinator to oversee and monitor implementation of the policy and procedures on behalf of the trustees.

The **Safeguarding Coordinator** (and **two deputies**) act on behalf of Hidden Treasure in dealing with any allegation or suspicion of neglect or abuse, including referring the matter to the statutory authorities. We take safeguarding seriously and know that situations can arise outside of office hours, so our Safeguarding Coordinator is available as much as possible, Monday to Friday.

Safeguarding Coordinator Claire Nolan

Email: <a href="hreasuretrust.com">hr@hiddentreasuretrust.com</a>

Phone: 0161 660 0299

Please call the phone number for The Hideaway to request Claire's mobile number if needed.

If Claire isn't available, or if the suspicions in any way involve the Safeguarding Coordinator, then contact one

# of the Deputy Safeguarding Coordinators:

Ruth Lancey ruth@hiddentreasuretrust.com

Karen Greenhalgh <u>karen@thehideawaymanchester.com</u>

**In an emergency**, where no HIDDEN TREASURE Safeguarding Coordinators are available, contact:

Thirtyone:eight helpline 0303 003 1111

## There is support available to you – please use it.

## Policy and procedures

- A copy of the safeguarding policy statement will be displayed permanently on the office noticeboard and is available on our website.
- Each worker with children and/or adults at risk, whether paid or voluntary, will be given a full copy of the policy and procedures and will be required to follow them.
- A full copy of the policy and procedures will be made available on request to any parents or carers of any child, or any other person, associated with Hidden Treasure.
- The policy and procedures will be monitored and reviewed annually and any necessary revisions adopted into the policy and implemented through our procedures.
- The policy statement will be read annually at our AGM together with a report on the outcome of the annual safeguarding review.