

Lincolnshire YMCA Ltd Policy Document

Safeguarding Policy



Introduction.

At YMCA Lincolnshire we regard the safety of everyone engaging in our services as our top priority. This policy sets out clearly our approach to ensuring the safety of those engaging with our services. It applies to all staff, the board of trustees, volunteers, contractors and all other persons supporting, providing or delivering services for or on behalf of the charity.

This policy has been drawn up on the basis of law and guidance that seeks to protect children, young people and adults at risk. Please see a full list of relevant legislation in **Appendix D**. This policy should be read in conjunction with all relevant YMCA policies and procedures including:

- ✓ Safeguarding Procedural manual.
- ✓ Managing and Reporting Concerns about a Member of Staff.
- ✓ Health and Safety policy.
- ✓ Equality Diversity and Inclusion policy.
- ✓ Conduct at Work policy.
- ✓ DBS policy.
- ✓ Recruitment and Selection policy.
- ✓ Disciplinary and Appeals policy.
- ✓ GDPR policy.

Details on procedures to be followed by all staff are contained within the **Safeguarding Procedural Manual**. If any member of staff is in a position to raise a concern please follow this manual.

Statement.

YMCA Lincolnshire is fully committed to continually ensuring the safety, welfare and well-being of all children, young people and vulnerable adults directly engaged in our business activities. We will ensure that we provide a safe and suitable environment for all children, young people and vulnerable adults attending any of our premises or off-site activities.

We believe that everyone has an absolute right to protection from abuse regardless of age, race, religion, ability, gender, language, background or sexual orientation. The purpose of this policy is to ensure that:

- Children, young people and vulnerable adults who receive services from YMCA Lincolnshire feel safe and protected.
- Staff and volunteers are trained and knowledgeable about the overarching principles that guide our approach to safeguarding and protecting children, young people and vulnerable adults.
- Staff and volunteers know that they have a responsibility to act on a suspicion or disclosure. There are clear lines of reporting through the organisation.
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.

We are committed to taking action to protect children, young people and vulnerable adults. Our overall aim is one of prevention and early intervention. We have in place robust procedures for children, young people and vulnerable adults including:

- ✓ Designated Safeguarding Leads (DSL) for both children & young people and vulnerable adults.
- ✓ Designated Safeguarding Officers (DSO) for each department/service.
- ✓ Governance provided by our Board of Trustees. Safeguarding to be a standing item on board agendas.
- ✓ Clear reporting responsibilities and procedures.
- ✓ Prevent duty
- ✓ Safer Recruitment.
- ✓ Staff training and supervision.
- ✓ Adhering rigorously to our policies, procedures and code of conduct
- ✓ Working cooperatively with other agencies to safeguard and promote the welfare of children, young people and vulnerable adults.
- ✓ Ensuring that DBS practices are followed and the confidentiality of personal information is maintained and the requirements of the **UK GDPR** (General **Data Protection Regulation**) and the DPA (**Data Protection Act**) 2018 is followed

Child and Vulnerable Adult Protection.

Child and Vulnerable Adult protection is part of safeguarding and promoting welfare. This refers to the activity that is undertaken to protect specific children and vulnerable adults who are suffering or likely to suffer Significant Harm.

Effective child and vulnerable adults protection is essential as part of wider work to safeguard and promote the welfare of children and vulnerable adults. YMCA Lincolnshire aims pro-actively to safeguard and promote the welfare of children and vulnerable adults so that the need for action to protect children and vulnerable adults from harm is reduced.

Each service within the organisation recognises that our work will bring teams into engagement with children, young people and vulnerable adults who are already suffering significant harm and each has developed robust procedures for such engagements.

Definitions.

Vulnerable children.

According to *No Child Left Behind* there is no commonly used definition of childhood vulnerability. A child can be vulnerable to risks and poor outcomes because of individual characteristics; the impact of action or inaction by other people; and their physical and social environment. Additional factors include:

- the child's physical, emotional, health and educational needs
- any harm the child has experienced or may be at risk of experiencing – these can include a specific set of childhood experiences known as 'adverse childhood experiences' •
- the capability of the child's carers and wider family environment to meet the child's needs, or indeed to cause harm – these might include homelessness or poor housing conditions, the presence of adults in the home with mental health problems, alcohol and drug dependence, or contact with the criminal justice system, domestic abuse and poverty •
- the absence of supportive relationships in a child's life •

- the wider community and social conditions beyond the family including crime, the built environment, community cohesion and resilience This list is not exhaustive, and children can experience one or several of these factors with different levels of consequences over the course of their lives including into adulthood.

A vulnerable adult is described in the 2014 Care Act as;

- Has needs for care and support (whether or not the local authority is meeting any of those needs) and;
- Is experiencing, or is at risk of, abuse or neglect; and;
- As a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of, abuse or neglect.

Principles.

Our policy and procedures are guided by the following principles.

- The welfare of children, young people and vulnerable adults is our primary concern.
- YMCA Lincolnshire believe that children, young people and adults at risk should never experience abuse of any kind.
- We believe that everyone has an absolute right to protection from abuse regardless of age, race, religion, ability, gender, language, background or sexual orientation.
- We value and respect every child or vulnerable adult and always endeavour to listen to them, to consider their wishes and feelings and respond appropriately to safeguard them, promote and protect their human and civil rights, wellbeing, and the independence and choices of adults.
- Safeguarding is everyone's responsibility.
- Confidentiality will be respected and upheld in line with all relevant legislation.
- Adults are assumed to have capacity, except where it has been established that this is not the case. Where an adult lacks the mental capacity to make decisions, multidisciplinary assistance is offered to support decisions being made in the adult's best interests. Otherwise we acknowledge and accept that an adult has the right to self-determination and risk taking. We will monitor this and undertake recorded risk assessments as necessary.

Working Together.

We recognise that in order to effectively enact this policy and associated procedures that it is imperative to work in partnership with other agencies. The Working Together 2018 guidance states:

Everyone who works with children has a responsibility for keeping them safe. No single practitioner can have a full picture of a child's needs and circumstances and, if children and families are to receive the right help at the right time, everyone who comes into contact with them has a role to play in identifying concerns, sharing information and taking prompt action.

Whilst the guidance relates specifically to safeguarding children and young people, the principle is the same when protecting vulnerable adults and we will apply the strategy across the organisation. We will ensure strong relationships with both the Lincolnshire Safeguarding Children's Partnership (LSCP) and Lincolnshire Safeguarding Adults Board (LSAB) and engage at all times with all organisations relevant to the safety of all beneficiaries.

We will also engage with external bodies as part of our ongoing audit process to ensure our policy and processes remain effective.

Governance.

This policy is approved as dated by the YMCA Lincolnshire board of Trustees. It will be reviewed on the following basis:

- Annually.
- Following changes to relevant legislation.
- Following significant changes to the charity's leadership
- Following a significant incident.

Safeguarding shall be a standing item on the agenda of each board meeting. We will also ensure that Safeguarding is included within team meetings and as part of 1-2-1 supervisions/Performance Development reviews. The two DSL have responsibility for ensuring that this policy and relevant procedures are followed. The CEO has overall responsibility for ensuring that the charity is compliant and ensuring the effectiveness of the policy.

The board of trustees have overall responsibility for ensuring that this policy complies with the charity's legal and ethical obligations.

Failure by any member of staff or volunteer to adhere to this policy may be treated as misconduct and dealt with under our disciplinary procedure. If a breach amounts to gross misconduct this may result in dismissal and possibly criminal prosecution.

Signed:

Date:



Appendix A.

Understanding types of Abuse.

Introduction.

YMCA Lincolnshire understands that it is not always easy to recognise a situation where abuse may occur or may have taken place. All staff though, do have a responsibility to act where they have concerns about someone in their care, or about the behaviour (of another adult or child) towards someone in their care. On any such occasion, we would expect that staff member to discuss their concerns with a DSO.

The charity will ensure that all staff are aware of this policy and associated procedures and will provide mandatory training to all new and existing staff to ensure that understanding to enable them to implement these procedures effectively.

Abuse and Bullying.

Abuse can happen wherever there are children, young people and/or vulnerable adults and can happen to anyone at any age. The effects of abuse can cause long term damage following a child into adulthood. For example, a person abused as a child may find it difficult to maintain stable, trusting relationships, become at risk of drug abuse, suicide, or may even abuse a child in the future.

There are studies that show that some people may be at more risk of abuse than others. For example, those with disabilities can find themselves at enhanced risk due to a combination of factors such as stereotyping, prejudice, discrimination, isolation or a powerlessness to protect themselves.

People from a Black or Minority Ethnic background may have experienced harassment, discrimination or institutional racism. Although not itself a category of abuse, we need to be aware of the impact that this can have on people and to directly address it within our work. All staff and volunteers should refer to our Equality, Diversity and Inclusion Policy alongside this policy for more information.

The Main Forms of Abuse.

Child Abuse

Safeguarding and promoting the welfare of children, and in particular protecting them from significant harm, depends on effective joint working between agencies and professionals that have different roles and expertise.

Child abuse is any action by another person – adult or child – that causes significant harm to a child. It can be physical, sexual or emotional, but can just as often be about a lack of love, care and attention. We know that neglect, whatever form it takes, can be just as damaging to a child as physical abuse. All professionals and volunteers should be alert to potential signs of abuse or neglect

Physical - Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces illness in a child.

Sexual - A child is sexually abused when they are forced or persuaded to take part in sexual activities. This doesn't have to be physical contact, and it can happen online

Emotional - Children who are emotionally abused suffer emotional maltreatment or neglect. It's sometimes called psychological abuse and can cause children serious harm.

Neglect - Neglect is the ongoing failure to meet a child's basic needs. It's dangerous and children can suffer serious and long-term harm.

On line abuse - Online abuse is any type of abuse that happens on the web, whether through social networks, playing online games or using mobile phones.

Sexual Exploitation - Child sexual exploitation is a type of sexual abuse in which children are sexually exploited for money, power or status. When a child or young person is exploited they're given things, like gifts, drugs, money, status and affection, in exchange for performing sexual activities. Children and young people are often tricked into believing they're in a loving and consensual relationship. This is called grooming. They may trust their abuser and not understand that they're being abused.

Female genital mutilation - Female genital mutilation (FGM) is the partial or total removal of external female genitalia for non-medical reasons.

Bullying and cyberbullying - Bullying can happen anywhere – at school, at home or online. It's usually repeated over a long period of time and can hurt a child both physically and emotionally.

Domestic abuse - Witnessing domestic abuse is child abuse, and teenagers can suffer domestic abuse in their relationships.

Child trafficking - Child trafficking is a type of abuse where children are recruited, moved or transported and then exploited, forced to work or sold.

Grooming - Children and young people can be groomed online or in the real world, by a stranger or by someone they know - for example a family member, friend or professional.

Harmful sexual behaviour - Children and young people who develop harmful sexual behaviour harm themselves and others.

Taken from Lincolnshire Safeguarding Children Partnership, available at <https://www.lincolnshire.gov.uk/lscb/professionals/child-abuse/125943.article>

Vulnerable Adult Abuse.

Physical abuse. - This can include assault, hitting, slapping, pushing, misuse of medication, restraint, inappropriate physical sanctions.

Sexual abuse. - Sexual abuse can include rape, indecent exposure, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography or witnessing sexual acts, indecent exposure, sexual assault, sexual acts to which the adult has not consented or was pressured into consenting

Psychological abuse. - This can include, emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, cyber bullying, isolation and unreasonable and unjustified withdrawal of services or supportive networks.

Financial or material abuse. - This can include theft, fraud, internet scamming, coercion in relation to an adult's financial affairs or arrangements, including in connection with wills,

property, inheritance or financial transactions, the misuse or misappropriation of property, possessions or benefits.

Domestic violence. - This includes incidents as described in the sections above, but can also be formed through emotional abuse or 'honour' based violence.

Modern slavery/trafficking. - This can include, slavery, human trafficking, forced labour and domestic servitude, traffickers and slave masters using whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment. Read [Modern slavery: how the UK is leading the fight](#) for further information. Please read in conjunction with our PREVENT Duty and Policy at Appendix C.

Discriminatory abuse. - This can include, harassment, slurs or similar treatment, because of race, gender and gender identity, age disability, sexual orientation, religion, marital status. Read [Discrimination: your rights](#) for further information.

Organisational abuse - This can occur through the neglect and poor care practice within an institution or specific care setting such as a hospital or care home, for example, or in relation to care provided in one's own home. This may range from one off incidents to on-going ill-treatment. It can be through neglect or poor professional practice as a result of the structure, policies, processes and practices within an organisation.

Neglect and acts of omission. - This can include, ignoring medical, emotional or physical care needs, failure to provide access to appropriate health, care and support or educational services, or the withholding of the necessities of life, such as medication, adequate nutrition and heating.

Self-neglect - This covers a wide range of behaviour neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding. An assessment should be made on a case by case basis. A decision on whether a response is required under safeguarding will depend on the adult's ability to protect themselves by controlling their own behaviour. There may come a point when they are no longer able to do this, without external support.

Taken from care Act Statutory Guidance available at
<https://www.gov.uk/government/publications/care-act-statutory-guidance/care-and-support-statutory-guidance#safeguarding-1>

Appendix B.

Recognising Signs of Abuse and Good/Poor Practice.

It is not the job of YMCA Lincolnshire staff or volunteers to decide whether abuse has taken place. It is all of our responsibility though to act where there is concern for the welfare of a child, young person or vulnerable adult by referring to our procedural document and discussing this with a DSO.

There are many indications that a child, young person or vulnerable adult may be suffering from abuse. These include:

- Unexplained or suspicious injuries such as bruises, cuts or burns. This is particularly of concern if occurring on parts of the body not normally prone to such injuries.
- Inconsistent explanations for a suspicious injury.
- The child, young person or vulnerable adult describes what appears to be an abusive act involving them.
- Someone else expresses concern about the welfare of a child, young person or vulnerable adult.
- Unexplained changes in mood or behaviour.
- Inappropriate sexual awareness in children.
- Engaging in sexually explicit behaviour.
- Distrust of (other) adults, particularly where a close relationship would be expected.
- Difficulty in making friends or forming peer relationships.
- Being prevented from socialising with peers.
- Variation in eating patterns, including overeating or loss of appetite.
- Significant weight loss.
- Becoming increasingly dirty or unkempt.

This is not an exhaustive list, nor is the presence of one or two of these signals definitive proof of abuse taking place. However, it is the responsibility of all of us to be aware of these signs, and to act if there is concern. Remember, it is not our responsibility to decide if abuse is taking place, but to act on concerns.

There are sets of principles for safeguarding work with children and adults. For children there are two key principles:

Everyone has responsibility. Safeguarding is not just the responsibility of your DSO or DSL. It is the responsibility of everyone in the organisation to be aware of and trained to recognise concerns and to act accordingly.

Child Centred Approach. Our approach must centre on the needs of children and young people. We should be vigilant, understanding and prepared to take action. We should be protective, respectful and supportive in our work. We should help to provide stability in their lives.

For staff working specifically with vulnerable adults, there are six key principles:

Empowerment: People being supported and encouraged to make their own decisions and informed consent. Ask the adult what they want as outcomes from the safeguarding process and this directly informs what happens.

Prevention: It is better to take action before harm occurs. Provide clear, simple information about what abuse is, how to recognise the signs and what the adult can do to seek help.

Proportionality: The least intrusive response appropriate to the risk presented. Reassure the adult that staff will work in their interest and only involve themselves as much as is needed.

Protection: Support and representation for those in greatest need. Offer help and support to report abuse or neglect. Provide help so that the adult can engage with the safeguarding process to the extent that they wish.

Partnership: Local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse. Ensure staff treat personal and sensitive information in confidence, only sharing what is helpful and necessary. Ensure the adult is confident that professionals will work together with them to get the best result.

Accountability: Accountability and transparency in delivering safeguarding. Ensure the adult understands the role of everyone involved in their life and so do those people.

Appendix C – Prevent.

Our Prevent statement is intended to:

- Safeguard and support those most at risk of radicalisation through early intervention, identifying them and offering support.
- Tackle the causes of radicalisation.
- Enable those who have already engaged in terrorism or radicalisation to disengage and rehabilitate.

In line with the government's Prevent Strategy, we will work with local authorities, the police, statutory partners and the local community to safeguard children and adults from being drawn into extremism, radicalisation or committing terrorist related activities; recognising that early interventions may help to protect and divert them away from these risks.

The aim of the Prevent Policy is to create and maintain a safe, healthy and supportive environment. We will work to protect and take action to protect all involved with YMCA Lincolnshire from extremist and violent views.

Radicalisation is a form of grooming and therefore abuse. Example indicators that could suggest an individual is engaged with an extremist group, cause or ideology could include but not limited to:

- Day-to-day behaviour becoming increasingly centred on an extremist ideology, group or cause.
- Loss of interest in other friends and activities not associated with the extremist ideology, group or cause.
- Possession of materials or symbols associated with an extremist cause.
- Attempts to recruit others to the group/cause.
- Communications with others that suggests identification with a group, cause or ideology of concern
- Using insulting and/or derogatory names for another group.
- Increase in prejudice-related incidents committed by that person.

Radicalisation can be a complex issue and therefore each case should be considered on its merits & professional advice sought where any doubts exist. We further recognise that if we fail to challenge extremist views we are failing to protect people from potential harm. Therefore, as part of our duty we will ensure that all staff undertake mandatory Prevent training.

YMCA Lincolnshire will ensure that its usual safeguarding processes be followed in the first instance.

Early intervention is vital and any concerns should be referred to CHANNEL (a programme which focuses on providing support at an early stage to people identified as being vulnerable to being drawn into terrorism. The programme uses a multi-agency approach to protect vulnerable people) by following the advice on the [Lincolnshire Police Webpage](#) or send an email to

CTP-EM-Prevent-Referral@lincs.pnn.police.uk

Anyone who identifies a concern through conversations, behaviour, appearance or actions should report these concerns to the designated safeguarding lead for YMCA Lincolnshire: Chris Kirkwood (Children and Young People) Sarah Turner (Vulnerable Adults).

Appendix D.

Legislation and Guidance.

Below you will find a list of legislation that is relevant to our safeguarding work. Legislation is always developing, so an awareness of new acts of parliament or regulations that could impact upon our ability to carry out our duty to safeguard everyone is paramount.

- Data Protection Act 1998 & 2018
- Children Act 1999 and 2004.
- Human Rights Act 1998
- Sexual Offences Act 2003
- Mental Capacity Act 2005
- Safeguarding Vulnerable Groups Act 2006 & 2014
- Deprivation of Liberty Safeguards (DoLS) 2005
- Equality Act 2010
- Protection of Freedoms Act 2012
- Children and Families Act 2014
- Care Act 2014
- Care and Support Statutory Guidance 2014
- Special Educational Needs and disability (SEND) Code of Practice: 0 to 25 years – Statutory Guidance for organisations which work with and support children and young people who have special educational needs or disabilities: HM Government 2014
- Information sharing: Advice for practitioners providing safeguarding services to children, young people, parents and carers: HM Government 2015
- Counter-Terrorism & Security Act 2015 (Includes Prevent Duty).
- Serious Crimes Act 2015
- General Data Protection Regulations 2018
- Working together to safeguard children; a guide to inter-agency working to safeguard and promote the welfare of children; HM Government 2018
- Digital Economy Act 2018
- Voyeurism Offences Act 2019
- Education and Training Act 2021

Appendix E.

Staff roles and responsibilities.

It is the responsibility of all staff and volunteers employed or engaged by YMCA Lincolnshire to ensure that children, young people and vulnerable adults are kept safe. Members of staff and our Board of Trustees have specific responsibilities in ensuring that we ensure best practice in relation to all safeguarding matters.

The Board of Trustees has governance responsibility for our work in safeguarding. They will discuss safeguarding at each board meeting as a standing agenda item.

The charity has appointed two Designated Safeguarding Leads with overall operational responsibility for ensuring all matters regarding welfare and safeguarding of beneficiaries is undertaken. They are; Chris Kirkwood – Director for Community Development for Children and Young People and Sarah Turner – Director of Housing for Vulnerable Adults.

The role of the Designated Safeguarding Lead.

- To manage concerns raised by Designated Safeguarding Officers, children, young people or vulnerable adults.
- Ensure that the YMCA Lincolnshire Safeguarding Policy is adhered to and support the interest of children, young people and vulnerable adults.
- Ensure that the appropriate agencies are informed of relevant concerns about individual children, young people and vulnerable adults
- To establish relationships with the Lincolnshire Safeguarding Children's Partnership and Lincolnshire Safeguarding Adults Board (LSCP & LSAB) and to be aware of local procedures
- To establish relationships with other key stakeholders to ensure best safeguarding practice. EG: Local Authority Social Services lead.
- Have an understanding of relevant legislation and government guidance. and the roles and responsibilities of statutory agencies.
- Manage the administration/organise the paperwork and record the information received
- Ensure that appropriate information is available at the time of referral and that the referral is confirmed in writing following the correct procedures
- Maintain accurate records relating to the concerns raised and/or ongoing investigations affecting YMCA Lincolnshire.
- Keep relevant people within the organisation informed about any action taken, along with any further action required
- To uphold confidentiality as appropriate, in all individual protection matters.
- Ensure all staff/teams are appropriately trained to carry out their responsibilities.
- Provide information and advice on individual protection within the organisation and act as a local source of advice on individual protection matters.

Each service or team has a Designated Safeguarding Officer.

The role of the DSO.

- To ensure that team members are aware of their responsibilities in relation to this policy.
- To receive concerns from staff, volunteers, children, young people or vulnerable adults.
- To liaise with the relevant DSL to seek guidance, advice and to sign off plans.
- To work alongside the DSL in making and managing referrals to statutory or other agencies.
- To be aware of relevant legislation.
- To ensure that staff have received suitable safeguarding training.
- To ensure that any training/development needs of staff are identified through our Performance and Development Review process.
- Ensuring that accurate, safe records are kept in line with any relevant legislation relating to safeguarding concerns raised.

Training.

It is the policy of YMCA Lincolnshire that all staff undertake mandatory training in matters relating to safeguarding. We are signed up to the Lincolnshire 6 year training pathway. All staff are required to undertake the following modules as a minimum:

- ✓ Introduction to safeguarding everyone in Lincolnshire.
- ✓ Awareness of Domestic Abuse and Violence.
- ✓ Tackling Exploitation and Modern Slavery in Lincolnshire.
- ✓ ***Friends against Scams.***
- ✓ ***Brook Traffic Light Toolkit.***
- ✓ Online PREVENT training.

Other training needs will be identified through our Performance and Development Review Process and actioned accordingly. All staff will be expected to update their core training modules every two years – or sooner should legislation require it.

At Appendix F there is a list of all DSL and DSOs for the organisation.

Appendix F.

Contact Numbers and Additional Information

Contact details – these should be displayed in an accessible are in every department:

Designated Safeguarding Lead (DSL)

Name: Chris Kirkwood. Director of Community Development (Children and Young People)

Phone/Email chris.kirkwood@lincsymca.co.uk or 07803 858181.

Name: Sarah Turner. Director of Housing (Vulnerable Adults)

Phone/Email sarah.turner@lincsymca.co.uk or 07455 440191.

Designated Safeguarding Officer (DSO)

Area: Childcare

Name: Zara Smith, Senior Childcare Manager

Phone/Email zara.smith@lincsymca.co.uk or 07841444294

Area: Youth

Name: Leo Williams

Phone/Email leo.williams@lincsymca.co.uk

Area: Communities Team

Name: Jane Adams

Phone/Email jane.adams@lincsymca.co.uk, 07534962758

Area: Climbing Wall

Name: Jack Drake, Climbing Supervisor

Phone/Email jack.drake@lincsymca.co.uk or 01522 508390

Area: Events and Conferencing

Name: Tracy Laws

Phone/Email tracy.laws@lincsymca.co.uk 01522 508378

Area: Hostel

Name: Emma Everitt

Phone/Email emma.everitt@lincsymca.co.uk 07436 795547

Area: Nomad Centre

Name: Val Moore

Phone/Email val.moore@lincsymca.co.uk **01522 504589**

M: 07704 170911

Area: Operations and Retail

Name: Kate Kerrigan, Operations Project Manager

Phone/Email Kate.kerrigan@theshowroom.org.uk or 07436 583 791

Area Maintenance and Facilities
Name Rob Stark
Phone/Email: Rob.stark@lincsymca.co.uk / 07889 510898

USEFUL NUMBERS AND WEBSITES

Children's Services Customer Services

8am – 6pm 01522 782111
Out of Hours 01522 782333

Adult Social services

8am – 6pm 01522 782155
Out of Hours 01522 782333

Lincoln Police	01522 885361/7
Gainsborough Police	01427 618136/7
Sleaford Police	01529 302420 ext 3873
Grantham Police	01476 403316/7
Spalding Police	01775 722233 ext 2655/6
Boston Police	01205 312241/2
Skegness Police	01754 764316/7
Non Emergency Police	101

If you have a concern about domestic abuse, call EDAN Lincs on 01522 510041

Lincolnshire	Safeguarding	Children's	Partnership
https://www.lincolnshire.gov.uk/safeguarding/lscp			

Lincolnshire Safeguarding Adults Board <https://www.lincolnshire.gov.uk/lsab>

Local Area Designated Officer

Jemma Parkinson	01522 554689
Rachel Powis	01522 554668
Ildiko Kill	01522 543056

CEOP (Child Exploitation and Online Protection Centre) www.ceop.ppolice.uk

NSPCC Helpline
0808 800 5000

Childline
0800 1111

Anti-terrorism Hotline
0800 789 321

Salvation Army Modern Slavery Human Trafficking Helpline

0300 303 8151

Further Useful websites

Useful website for organisations other than schools focusing on safeguarding:
<http://www.safecic.co.uk>

Useful guidance for charities:
<https://www.gov.uk/government/publications/strategy-for-dealing-with-safeguardingissues-in-charities>

Working Together to Safeguard Children:
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/729914/Working_Together_to_Safeguard_Children-2018.pdf

Employing overseas staff (including those who have just worked overseas for a short period of time): <https://www.gov.uk/government/publications/criminal-records-checks-for-overseasapplicants>

Appendix G.

Partner Organisation Policy Statement

Safeguarding Children, Young People and Vulnerable Adults in Partnership

YMCA Lincolnshire is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and have a duty to ensure that there are arrangements in place so that written agreements clarify responsibilities around safeguarding for all partners involved.

Where third parties work in one of our venues, or in conjunction with one of our projects, but are not directly employed by our Charity, the third party is responsible for undertaking checks, storing records and ensuring their service users are aware of their safeguarding procedures. Written confirmation of this must be given to us prior to engagement as a partner. Where this is not the case (eg: such as the use of emergency plumbers) third parties must be supervised at all times by a YMCA employee.

We have a robust safeguarding policy and safeguarding procedures in place that are reviewed regularly. All staff (including bank/casual staff, volunteers and partner agencies) must ensure that they are aware of, and understand, our policy and procedures.

Parents and carers are welcome to read our policies and procedures on request.

Sometimes we may need to share information and work in partnership with other agencies when there are concerns about a child's, young persons or vulnerable adults' welfare.

In the case of children and young people, we will ensure that our concerns about children who attend our services are discussed with the child's parents/carers first, unless we have reason to believe that such a move would be contrary to the child's welfare. If necessary, where we have concerns about a vulnerable adult in our care we will, with appropriate permissions, discuss and make referrals to other services, unless with believe this would be contrary to their welfare.

If you are concerned about a child, young person or vulnerable adult's welfare, please report this to the Designated Safeguarding Officer for the departmental area as soon as possible on the same day. Contact details are displayed in all our departments, at all sites.

Please do not investigate the incident except in conjunction with our safeguarding representatives.