Norwood Society Safeguarding Policy

Registered Charity: 285547

The Norwood Society takes the protection of children and vulnerable adults very seriously and our policy about it is in line with best practice and current legislation.

The Norwood Society comes into direct contact with members and non-members through its meetings and other public events in public venues. The Society's business is conducted primarily with adult members and residents. It does not ordinarily come into contact with children though they may attend Society events when they would be under the care of a responsible parent or other adult. The society keeps members informed of its events using email messages.

AIMS:

1. To promote a safe environment and culture.
2. To support those with any responsibility related to children, young people and vulnerable adults attending Society events.
3. To respond promptly to any safeguarding concern or allegation.

OBJECTIVES - TO:

1. Create a safe and caring environment at all its meetings, whether indoors or outside.
2. Have a named Safeguarding Officer to work with the Trustees and Executive. Committee to ensure that policies and procedures are understood and implemented
3. Ensure that the Society holds appropriate insurance cover for all activities involving children and adults.
4. Publish this policy on the Society's website and indicate who to contact in light of any safeguarding concerns.
5. Listen to and take seriously all those who disclose abuse.
6. Take steps to protect children and vulnerable adults when a safeguarding concern of any kind arises.
7. Notify the statutory agencies immediately following the Charity Commission's guidelines: www.gov.uk/guidance/safeguarding-duties-for-charity-trustees and the London Child Protection Procedures and the London-wide Adult Safeguarding Policy and Procedures.
8. Ensure that health and safety policy procedures and risk assessments are in place and that they are reviewed annually.
9. Review the Society's Safeguarding policy and procedures annually.

PROCEDURE FOR DEALING WITH COMPLAINTS, FEEDBACK AND CONCERNS:

1. The Society promotes a fair, open and positive culture and ensures all involved feel able to report concerns, confident that they will be heard and responded to.
2. Safeguarding concerns should be raised immediately with the Society's Safeguarding Officer and the Society's Chair. The Chair will initiate the Society's investigation process.

3. Serious safeguarding concerns may be referred to the local authority safeguarding board and to the police.
4. All feedback regarding safeguarding is welcomed dealt with and reviewed by the Executive Committee.
5. Feedback that takes the form of a complaint is dealt with following the Society's Complaints Policy.
6. Full contact details for the Society are available on the Society website: www.norwoodsociety.co.uk
7. The Norwood Society's Safeguarding officer is: Ruth Hibberd
8. A log of incidents is maintained by the Society secretary.
9. The policy will be published on the Society's website
10. The policy will be reviewed annually

Signed_____ Stuart Hibberd, Chair

Revised 2024