



Safeguarding Policy

In Scotland the term "Safeguarding" is used in a different context and therefore for personnel based in Scotland this Policy refers to "Child Protection" and "Adult Protection" Policy.

Our Scripture Readers are subject to the Safeguarding Policies of the unit in which they operate; where no policy is in place, or a disclosure occurs outside of the military environment, the following will apply.

Our safeguarding responsibilities

SASRA does not routinely work directly with children, adults in need of support or other adult groups generally understood to be at particular risk of abuse. But SASRA recognises its responsibilities in safeguarding all children, young people and adults.

As a charity we commit ourselves to the nurturing, protection and safekeeping of all associated with the charity. In pursuit of this, we commit ourselves to this policy and to the development of sound procedures to ensure we implement our policy well.

- Prevention and reporting of abuse
It is the duty of all staff to help prevent the abuse of children, young people and adults, and the duty of each staff member to respond to concerns about the well-being of children and adults. Any abuse disclosed, discovered or suspected will be reported in accordance with our procedures. SASRA will fully co-operate with any statutory investigation into any suspected abuse linked with the charity.
- Safer recruitment, support and supervision of workers
SASRA will exercise proper care in the selection and appointment of those working with children, young people and adults at particular risk. All workers will be provided with appropriate training, support and supervision to promote the safeguarding of children, young people and adults at particular risk.
- Respecting children and adults at risk
SASRA will adopt a code of behaviour for all who are appointed to work with children, young people and adults at risk so that all are shown the respect that is due to them.
- Safer working practices
SASRA is committed to providing an environment that is as safe as possible for children, young people and adults and will adopt ways of working with them that promote their safety and well-being.
- A safer community
SASRA is committed to the prevention of bullying. We will seek to ensure that the behaviour of any individuals who may pose a risk to children, young people and adults is managed appropriately.

SASRA's Safeguarding Team:

The charity's safeguarding team consists of the following people:

Rev Phil Parker, Director with responsibility for Safeguarding.

He will raise the profile of safeguarding within the charity and oversee and monitor the implementation of the safeguarding policy and procedures on behalf of the trustees.

Jacky Thomas, Designated Person for Safeguarding (DPS).



She will advise the charity on any matters related to the safeguarding of children and adults at risk and where appropriate liaise with any relevant Chaplaincy/Welfare services to take the appropriate action when abuse is disclosed, discovered or suspected.

Putting our policy into practice

- A copy of the safeguarding policy statement will be displayed in the main office. It will also be displayed on the charity website.
- All personnel who are likely to come into contact with children, young people and/or adults at risk will be given access to a full copy of the safeguarding policy and procedures as part of their induction and will be asked to sign to confirm that they have understood them and will follow them.
- A full copy of the policy and procedures will be made available on request to any beneficiary of the charity.
- The policy and procedures will be monitored and reviewed annually, and any necessary revisions adopted into the policy and implemented through our procedures.

What is safeguarding?

Safeguarding is a term that is used to describe how people are protected from abuse or neglect. It is an important shared priority of many public services including charities and the Armed Forces and is a key responsibility for Local Authorities.

Safeguarding concerns the protection of certain groups of people who may be in particularly vulnerable circumstances. These people may be at risk of abuse or neglect due to the actions (or lack of action) of another person.

Safeguarding Children

Safeguarding children is defined as:

- Protecting children from maltreatment.
- Preventing impairment of children's health or development.
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care; and
- Taking action to enable all children to have the best life chances.

This definition applies to all people under 18 years of age (including unborn children), and includes service personnel under the age of 18.

Safeguarding Adults at Risk

Safeguarding is the means of protecting an adult's right to live in safety, free from abuse and neglect. It is about people and organisations working together to prevent and stop both the risks and experience of abuse or neglect, while at the same time making sure that the adult's wellbeing is promoted. This includes, where appropriate, having



regard to their views, wishes, feelings and beliefs in deciding on any action. Adults at risk are defined as anyone 18 years of age and over who:

- Has care and support needs.
- Is experiencing, or is at risk of abuse or neglect and,
- Is unable to protect themselves because of their care and support needs.

Safer Recruitment:

All organisations which employ staff or volunteers to work with children and adults at risk have a duty to safeguard and promote their welfare. SASRA will ensure that safe recruitment and selection procedures are adopted which prevent unsuitable persons from gaining access to these individuals. As part of our recruitment process SASRA will:

- Provide a clear Job Description or Terms of Reference that define the role.
- Seek at least two references for successful applicants.
- Carry out Security checks and an Enhanced DBS check for all Scripture Readers. The DBS check will be repeated at intervals of not less than every 3 years.
- Carry out an induction for all new joiners and require them to sign that they have read and understood this Policy.

Training:

All Scripture Readers will complete Safeguarding training in accordance with the requirements of their unit and Army and RAF Welfare Services as appropriate, and in conjunction with their supervising Chaplain and unit authorities.

What to do if Abuse is Suspected or Disclosed

If a person is concerned about the welfare or safety of a child, young person or an adult at risk their concerns must be reported without delay to their supervising chaplain, and where this is not possible to their line manager, keeping the DPS informed. If the concerns relate to their chaplain, then they should report to their line manager. If their concern relates to their line manager then SASRA's DPS should be contacted directly; without discussing the issue in detail.

In addition to the reporting requirements of unit policies, the Safeguarding Incident Report Form (available upon request) should be used to record as much information as possible to inform any investigation that might be required. Where appropriate, and assuming that a disclosure has taken place outside of the military environment, then the DPS will liaise with the line manager to ensure appropriate engagement with Local Authority Social Services departments, the Police and other agencies is taking place. In these circumstances, if a child or adult at risk is in IMMEDIATE danger of harm the Police should be contacted by the individual with the concern as a matter of urgency. All concerns and allegations of abuse will be taken seriously by SASRA and responded to appropriately.

Reporting a Concern - Contact Details

In the first instance, where a person has a concern about the welfare or safety of a child, young person or an adult at risk it should be reported to the chaplain or designated service individual responsible for the area. If the concern falls outside the military environment, then the report should be made to the line manager responsible for the area. Subsequently, one of the following staff members within SASRA's Safeguarding Team should be informed:



Name:	Role:	Contact Number:
Rev Philip Parker	DPS Ministry Director	01252 216 417
Jacky Thomas	DPS Finance Officer	01252 216 411