

Head Outdoors Safeguarding Policy

Purpose

The purpose of this policy is to protect people, particularly children, at risk adults and beneficiaries of assistance, from any harm that may be caused due to their activities funded by or in conjunction with Head Outdoors. This includes but is not limited to harm arising from:

- The conduct of the volunteers of Head Outdoors
- The conduct of any of the organisations that Head Outdoors selects to supply activities
- The design and implementation of Head Outdoors programmes and activities

The policy lays out the commitments made by Head Outdoors and informs staff and associated personnel of their responsibilities in relation to safeguarding.

This policy does not cover:

- Safeguarding concerns in the wider community not perpetrated by Head Outdoors or the deliverers of activity.

What is safeguarding?

In the UK, safeguarding means protecting peoples' health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect¹

In our sector, we understand it to mean protecting people, including children and at risk adults, from harm that arises from coming into contact with our volunteers and programs. This includes ensuring that delivery companies are adequately checked and trained to cope with the young people that we work with, who due to the nature of the charity are often vulnerable.

Further definitions relating to safeguarding are provided in the glossary below.

Scope

- All volunteers of Head Outdoors and all organisations and staff that are contracted to supply activity.
- Groups or organisations applying for grants.

Policy Statement

Head Outdoors believes that everyone we come into contact with, regardless of age, gender identity, disability, sexual orientation or ethnic origin has the right to be protected from all forms of harm, abuse, neglect and exploitation. Head Outdoors will not tolerate abuse and exploitation by staff or associated personnel.

Head Outdoors commits to addressing safeguarding throughout its work, through the three pillars of prevention, reporting and response.

Prevention

Head Outdoors responsibilities

Head Outdoors will:

- Ensure all volunteers have access to, are familiar with, and know their responsibilities within this policy
- Design and undertake all its programmes and activities in a way that protects people from any risk of harm that may arise from their coming into contact with Head Outdoors. This includes the way in which information about individuals in our programmes is gathered and communicated
- Check that all grant applicants have safeguarding policies and checks in place that include their daily work as well as the activities linked to Head Outdoors
- Ensure that all activity providers have Safeguarding policies and checks in place
- Ensure staff of activity providers receive training on safeguarding at a level commensurate with their role in the organization
- Follow up on reports of safeguarding concerns promptly and according to due process

Volunteer responsibilities

- Contribute to creating and maintaining an environment that prevents safeguarding violations and promotes the implementation of the Safeguarding Policy
- Report any concerns or suspicions regarding safeguarding violations to the Head Outdoors Charity Safeguard lead

Enabling reports

Within Head Outdoors and the groups benefiting from it, as well as contractors and activity providers there will at all times be a safe, appropriate, accessible means of reporting safeguarding concerns are made available to staff and the communities we work with.

How to report a safeguarding concern

Between the grant applicants and the activity providers there must be a clear and simple way of reporting any concerns, this must be evidenced and will be checked in order for any grants to be allocated.

If there is concern from within the charity about volunteers or activity within Grant Applicants or activity providers that has not been recognised through their own systems, these should be reported to the Head Outdoors safeguarding lead (Rob Howlett) who will take the matter further.

Response

Head Outdoors will follow up safeguarding reports and concerns according to policy and procedure, and legal and statutory obligations.

Any concerns that cannot be satisfied will be taken to the police.

Confidentiality

It is essential that confidentiality is maintained at all stages of the process when dealing with safeguarding concerns. Information relating to the concern and subsequent case management should be shared on a need to know basis only, and should be kept secure at all times.

Glossary of Terms

Child

A person below the age of 18

Harm

Psychological, physical and any other infringement of an individual's rights

Psychological harm

Emotional or psychological abuse, including (but not limited to) humiliating and degrading treatment such as bad name calling, constant criticism, belittling, persistent shaming, solitary confinement and isolation

Protection from Sexual Exploitation and Abuse (PSEA)

The term used by the humanitarian and development community to refer to the prevention of sexual exploitation and abuse of affected populations by staff or associated personnel. The term derives from the United Nations Secretary General's Bulletin on Special Measures for Protection from Sexual Exploitation and Abuse (ST/SGB/2003/13)

Sexual abuse

The term 'sexual abuse' means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.

Sexual exploitation

The term 'sexual exploitation' means any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another. This definition includes human trafficking and modern slavery.

At risk adult

Sometimes also referred to as vulnerable adult. A person who is or may be in need of care by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation.