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The Cultural Partnership: more arts.

Charitable Incorporated Organisation No.1154785

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| P&P No: | P&P/ma004 |
| P&P TITLE: | SAFEGUARDING VULNERABLE BENEFICIARIES |
| APPLICABLE TO: | Trustees  Contractors  Volunteer  Shop Artists  Contracted Artists |
| BACKGROUND: | ‘more arts.’ makes a positive contribution to a strong and safe community and recognises the right of every individual to stay safe. ‘more arts.’ comes into contact with children and/or vulnerable adults indirectly through the work carried out by the charity. This includes but is not limited to:   * Hands-on-Arts activities where contracted artists offer on-the-spot tuition at public events or in supervised locations; * Workshops or projects delivered on behalf of the charity or as part of a commissioned project for a third party; * Public and community events, such as the Living Advent Calendar, where short performances by a variety of groups and individuals are held to raise money for charity; * Local Arts Loan, where the charity works with schools to select portfolios of sixth form artwork to lease to local businesses; * Pop-up Galleries and shops where the charity takes over vacant premises to provide gallery space for exhibitions and events.   In all above events all contact with children and vulnerable adults is supervised through parental attendance or through the appropriate group representing the interests of the individual.  This policy seeks to ensure that ‘more arts.’ undertakes its responsibilities with regard to protection of children and/or vulnerable adults and will respond to concerns appropriately. The policy establishes a framework to support Trustees, Contractors and Volunteers in their practices and clarifies the organisation’s expectations. |
| P&P DETAIL: | 1. All Children and Vulnerable Adults, without exception, have the right to protection from abuse regardless of gender, ethnicity, disability, sexuality or beliefs. 2. ‘more arts.’ commits resources for induction, and training of Trustees, Contractors and Volunteers, and effective communications and support mechanisms in relation to Safeguarding. 3. ‘more arts.’ expects Trustees, Contractors and Volunteers to protect the professional integrity of themselves, the organization and any third parties which the organization is contracted to support. 4. Vulnerable Beneficiaries must be protected within our boundaries: i.e. from health & safety hazards; from bullying; and by the control of official photography and photography by ‘more arts.’ representatives at public events. 5. All Trustees, Contractors and Volunteers must be aware that they have a professional duty to share information with other agencies in order to safeguard children and vulnerable adults which may override confidentiality interests. 6. All activities undertaken by the charity will be reviewed against this policy to ensure they remain compliant. 7. If any item of the above the policy is breached, this may lead to a review which could result in disciplinary procedures or enactment of the allegation procedure.   RAISING AND REPORTING SAFEGUARDING CONCERNS OR ALLEGATIONS  ‘more arts.’ recognises that it is a legal duty to report concerns or allegations against its Trustees, Contractors and Volunteers, both from within or outside the organisation. The process for raising and dealing with concerns or allegations is as follows:  Communicate concerns to the Chairman or Secretary  Chairman to discuss with the relevant party representing the vulnerable person (e.g. parents of child, the appointed carer, or if appropriate directly with the vulnerable person), and  if appropriate, obtain permission to make an Incident Report.  if needed the Secretary will seek advice from either the Referral and Assessment Team (Children’s Safeguarding and Social Care) or Wokingham Borough Council (Adult Social Care); and will complete the Wokingham Borough Council Incident Report Form if required.  Secretary will ensure that feedback from the Wokingham Borough Council is received and their response recorded and communicated to the Trustees. Information will be gathered, recorded and stored in accordance with the Data Protection Policy, and Confidentiality Policy. |
| TRAINING: | All Trustees, Contractors, Volunteers and Artists who are in  contact with children and /or vulnerable adults will be provided with safeguarding training during induction, and will receive and sign for a copy of this policy. |
| REVIEW DATE: | To be reviewed by the Secretary whenever there are changes in legislation. |
| DATE P&P CREATED/UPDATED: | 15 November 2015 |
| DATE APPROVED BY TRUSTEES: | 15 November 2015 |