



One Voice Blackburn Safeguarding Policy

📍 **One Voice Blackburn**
Bangor Street Community Centre,
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This policy applies to all staff, including board of trustees, paid staff, volunteers, agency staff, consultants, work experience individuals or anyone representing One Voice Blackburn.

The purpose of this policy:

- To raise awareness on how to protect children, young people and adults¹ who receive and use services from One Voice Blackburn;
- To provide volunteers and paid consultants with overarching principles that guides our approach to safeguarding and child protection.

One Voice Blackburn believes that a children, young person and adults should never experience abuse of any kind. We have a responsibility to promote the welfare and well-being of all children, young people and adults to keep them safe from abuse and neglect.

Statement

One Voice Blackburn acknowledges the duty of care to safeguard and promote the welfare of children and adults and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and local safeguarding requirements.

The policy recognises that the welfare, wellbeing and safety are paramount in all circumstances. It aims to ensure that regardless of age, gender, religion or beliefs, ethnicity, disability, sexual orientation or socio- economic background, all children, young people and adults:

- have a positive and enjoyable experience of sport at One Voice Blackburn in a safe centred environment; and
- are protected from abuse whilst participating in any activity provided by One Voice Blackburn or outside of the activity.

One Voice Blackburn acknowledges that some children and adults, including those who are disabled or those from ethnic minority communities, can be particularly vulnerable to abuse and we accept the responsibility to take reasonable and appropriate steps to ensure their welfare. As part of our safeguarding policy One Voice Blackburn will:

- promote and prioritise the safety and wellbeing of children, young people and adults;
- ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children, young people and adults;
- ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern;
- ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored;
- ensure all paid members of staff and volunteers who work directly with children and adults will be required to be checked via the Disclosure and Barring Service (DBS), plus provide two references;
- ensure robust safeguarding arrangements and procedures are in operation.

¹ Adults who are at risk as defined by the Care Act 2014

The policy will be widely promoted and is mandatory for everyone involved in One Voice Blackburn to be aware of. Failure to comply with the policy and local procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation.

Procedure if abuse is disclosed or suspected

One Voice will use the procedures of the Local Safeguarding Children and Adults Boards. One Voice staff and volunteers will:

- raise their concerns with the safeguarding lead in the first instance; unless if in an emergency they would contact the police, or Safeguarding Adults Team, as appropriate
- if the safeguarding lead is not available staff and volunteers will seek advice from the Multi Agency Safeguarding Hub (MASH) for children and Adults Social Care Safeguarding Team for adults making any referral in writing as required²

One Voice Safeguarding Lead will:

- keep a record of all staff and volunteers checks on joining One Voice and a record of any safeguarding training attended;
- risk assess any safeguarding concerns by staff and volunteers and seek advice from social care where necessary;
- make a record of everything observed, said and done to protect the child or adult at risk;
- make any referrals as advised to the Multi Agency Safeguarding Hub (MASH) for children and Adults Social Care Safeguarding Team for adults using the required paperwork as before.

Allegations and investigations

If an allegation is made against any person undertaking a role on behalf of One Voice, including trustees, the following procedure will come into force.

- The person receiving the complaint will contact the Chair of the Board of Trustees;
- The person involved in the allegation should be informed as soon as possible unless there is good cause not to do so e.g. it may prejudice a criminal investigation;
- Discussion with the Local Area Designated Officer or a Person in a Position of Trust or Lead (Adults)
- The course of action at this point will depend on the nature and seriousness of the allegation.

Guidance for all staff and volunteers

- Be aware at all times that your actions or comments could be misinterpreted however well intentioned;
- Take care to ensure your use of language is appropriate;
- Comments and actions should also be appropriate, do not make suggestive remarks or gestures;
- Do not touch or make unnecessary physical contact unless permission has been given;
- Be cautious in situations of high emotion or sensitivity;
- Do not rely on your good name or that the reputation of the Consortium will protect you.

Monitoring

The policy will be reviewed every year, or in the following circumstances:

- changes in legislation and/or government guidance;
- as required by the Local Safeguarding Children and Adults Boards;
- as a result of any other significant change or event.

Contact Details

Safeguarding Officer for One Voice Blackburn
Sadia Rafiq: sadia@onevoicenetwork.org.uk

Trustee Lead for One Voice Blackburn
Ehsan Raja: ehsan@onevoicenetwork.org.uk

Date of Last Review: March 2021
Date of Next Review: March 2022



² MASH form for children and SA1 for adults