

BDMLR Safeguarding Policy



BDMLR Designated Safeguarding Lead (DSL) responsible for ensuring the Safeguarding Policy is adhered to and kept updated as appropriate: **Mark Stevens (trustee)**

Deputy Designated Safeguarding Lead: **Alex Levine**

Health & Safety Officer: **Colin McFadyen**

Purpose - Protecting Children and/or Vulnerable Adults

Our charitable activities include working with volunteers, the public and other agencies. The purpose of this policy is to protect the public, other agencies, volunteers and employees and provide stakeholders with overarching principles to guide our approach in doing so.

Safeguarding Principles

BDMLR believes that:

- Nobody who is involved in our work should ever experience abuse, harm, neglect or exploitation.
- We all have a responsibility to promote the welfare of staff, volunteers and the public, to keep them safe and work in a way that protects them.
- We all have a collective responsibility for creating a culture in which our people not only feel safe, but are also able to speak up, if they have any concerns. A “Whistleblowing Policy” is in place.

Safeguarding Policy Applicability

This safeguarding policy applies to anyone working on BDMLR’s behalf, including our charity trustees and other volunteers.

Partner organisations will be required to have their own safeguarding procedures that must, as a minimum, meet the standards outlined below, and include any additional legal or regulatory requirements specific to their work. These are, but are not limited to:

- Other UK regulators, if applicable, such as Ofsted or CQC.
- Other authorities, such as the DfES or NHS.

There may be other requirements or frameworks for those working overseas.

- Charity Commission guidance - working overseas.
- The International Child Safeguarding Standards.
- Keeping children safe online assessment tool.

Safeguarding should be appropriately reflected in other relevant policies and procedures.

Types of Abuse

Abuse can take many forms, such as physical, psychological or emotional, financial, sexual or institutional, including neglect and exploitation.

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Reporting Safeguarding Concerns

If a crime is in progress, or an individual in immediate danger, call the police, as you would in any other circumstance.

If you are a beneficiary, volunteer or member of the public, make your concerns known to one of our team, who will alert a senior volunteer or staff member of the charity.

For volunteers in the charity, make your concerns known to your Area Coordinator. If you feel unable to do so, speak to a trustee or staff member. Their contact details are readily available in the Marine Mammal Medic Handbook, on the website or via Head Office.

The trustees are mindful of their reporting obligations to the Charity Commission in respect of Serious Incident Reporting and, if applicable, other regulators. They are aware of the Government guidance on handling safeguarding allegations.

Trustee Safeguarding Responsibilities

Responsibilities should be made clear and individuals provided with any necessary resources to enable them to carry out their role. It should be reflected in TOR's, job descriptions, annual plan and appraisal objectives, reporting to the trustee board and other procedures, as necessary.

Trustees: This safeguarding policy will be reviewed and approved by the Board every two years or before if changes are immediately required.

Trustees are aware of, and will comply with, the Charity Commission guidance on safeguarding and protecting people and also the 10 actions trustee boards need to take to ensure good safeguarding governance.

A Designated Safeguarding Lead (Mark Stevens and deputy Alex Levine) has been given responsibility for the oversight of all aspects of safeguarding, including whistleblowing (lead Alex Levine) H&S (lead Colin McFadyen), who will report to the board.

These include:

- Creating a culture of respect, in which everyone feels safe and able to speak up.
- An annual review of safety, with recommendations to the Board.
- Receiving regular reports, to ensure this and related policies are being applied consistently.
- Providing oversight of any lapses in safeguarding.
- Ensuring any issues are properly investigated and dealt with quickly, fairly and sensitively, and any reporting to the police/statutory authorities is carried out.
- Leading the organisation in a way so everyone feels safe and able to speak up.
- Ensuring safeguarding risk assessments are carried out and appropriate action taken to minimise these risks, as part of our risk management processes.
- Ensuring all relevant checks are carried out in recruiting staff and volunteers.
- Planning programmes/activities to take into account potential safeguarding risks, to ensure these are adequately mitigated.
- Ensuring all appointments that require DBS clearance and safeguarding training are identified, including the level of DBS and any training required.
- Ensuring a central register is maintained and subject to regular monitoring to ensure DBS clearances and training are kept up-to-date if applicable.
- Ensuring safeguarding requirements (e.g. DBS) and responsibilities are reflected in job descriptions, appraisal objectives and personal development plans, as appropriate.
- Listening and engaging, beneficiaries, staff, volunteers and others and involving them as appropriate.

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- Responding to any concerns sensitively and acting quickly to address these.
- Ensuring personal data is stored and managed in a safe way that is compliant with data protection regulations, including valid consent to use any imagery or video.
- Making staff, volunteers and others aware of:
 - Our safeguarding procedures and their specific safeguarding responsibilities on induction, with regular updates/reminders, as necessary.
 - The signs of potential abuse and how to report these.
- **Everyone:** To be aware of our procedures, undertake any necessary training, be aware of the risks and signs of potential abuse and, if you have concerns, to report these immediately to the relevant person.

Safeguarding And Fundraising

BDMLR will ensure that:

- We comply with the Code of Fundraising Practice, including fundraising that involves children.
- Staff and volunteers are made aware of the Institute of Fundraising guidance on keeping fundraising safe and the NCVO Guidance on vulnerable people and fundraising.
- Our fundraising material is accessible, clear and ethical, including not placing any undue pressure on individuals to donate.
- We do not either solicit nor accept donations from anyone whom we know or think may not be competent to make their own decisions.
- We are sensitive to any particular need that a donor may have.

Charity Commission Guidance - Online Safeguarding

We will identify and manage online risks by ensuring:

- Volunteers, staff and trustees understand how to keep themselves safe online. You could use high privacy settings and password access to meetings to support this.
- The online services you provide are suitable for your users. For example, usage restrictions and offer password protection to help keep people safe.
- The services we use and/or provide are safe and in line with our code of conduct.
- Protect people's personal data and follow GDPR legislation.
- We have permission to display any images on our website or social media accounts, including consent from an individual, parent, etc.
- We clearly explain how users can report online concerns. Concerns may be reported using this policy, or direct to a social media provider using their reporting process.

Approval and Review

Approval By	Date	Next Review Date
Trustee Board	29/07/2022	29/07/2024