



Safeguarding

Whilst safeguarding is everyone's responsibility, the Iwade@TheBarn Trust is committed to protecting and promoting the welfare of every child, young person and adult who uses the barn and who is at risk of neglect or any kind of abuse, including physical, sexual, and emotional.

The welfare of every child, young person and adult is paramount and has the right to protection from abuse regardless of age, gender, ethnicity, disability, sexuality, or belief.

The Trust will ensure that all hirers of the barn accept the conditions of hire upon booking, which requires those who wish to use the barn for activities relating to children and adults who might be at risk, other than for hire for private parties arranged for invited family and friends, to have a Safeguarding Policy and Disclosure and Barring Service (DBS) checks in place. These documents may be requested at any time by the Trust and are expected to be produced upon request.

Working in partnership with children, young people, adults, their parents, carers, and other third-party agencies is essential in promoting welfare. The Iwade@TheBarn Trust will value everyone equally, listen to them and respect them.

All employees or volunteers of the Iwade@TheBarn Trust will be made aware of this policy and provided with any information, support and training they require to identify risk and implement procedures if any safeguarding concerns are raised.

All suspicions and allegations of abuse must be reported to the Iwade@TheBarn Trust and any relevant external authorities, such as Kent Police, for them to be dealt with swiftly and appropriately.

Further information about the law and guidance which seeks to protect children, young people and vulnerable adults can be found in the following legislation:

- Protection of Children Act 1999
- United Convention of the Rights of the Child 1991
- Part V of the Police Act 1997
- Data Protection Act 1998
- Sexual Offences Act 2003
- Children Act 2004
- Protection of Freedoms Act 2012
- Care Act 2014 Children Act 1989



What to do if a child or adult discloses harm to you

Receive

- Listen
- If you are shocked by what they are saying, try not to show it.
- Take what they say seriously.
- Accept what they say.
- DO NOT ask for other information, this will be done later.

Reassure

- Stay Calm and reassure them that they have done the right thing in talking to you.
- Be honest and do not make promises you cannot keep.
- Do not promise confidentiality to a child – you have a duty to refer the child who is at risk.
- Acknowledge how hard it must have been for a child to tell you what happened.

React

- For child disclosures, react only as far as is necessary for you to establish whether or not you need to refer this matter, but do not interrogate them for details.
- Do not ask leading questions.
- Explain what you have to do next and to whom you have to talk.
- Explain to a child, and if possible, seek agreement that you will have to discuss the situation with someone else and will do so on a 'need to know' basis.
- For adults that have mental capacity, be sure to gain their consent to refer to Social Services or other support agencies where possible.

Record

- Make some brief notes at the time and write them up more fully as soon as possible.
- Take care to record timing, setting and personnel as well as what was said.
- Be objective in your recording – include statements and observable things rather than your interpretations or assumptions and be clear to distinguish between fact and opinion.

Act Now

- Discuss the matter with the booking coordinator or trustees of the Iwade@TheBarn Trust. If the situation is an emergency, please call 999.



Record of Concerns Template

- 1 Name of Child or Adult:
- 2 Home Address:
- 3 Telephone Number:
- 4 Parent/Carer Details:
- 5 What is said to have happened or what was seen?
- 6 When and where did it occur?
- 7 Who else, if anyone, was involved and how?
- 8 What was said by those involved – questions, answers etc?
- 9 Where there any obvious signs, for example, bruising, bleeding, changed behaviour?
- 10 Was the child or adult able to say what happened? If so, how did they describe it?
- 11 Who has been told about it and when?
- 12 Do the parents know?

Signature:

Date: