

Friends of ST Marys Church, Stevington

## SAFEGUARDING CHILDREN and VULNERABLE ADULTS POLICY and PROCEDURE

This policy and procedure were adopted by Friends of St, Marys Church, Stevington on 27th January 2020.

It replaces all previous safeguarding policies and procedures.

### Objective

The welfare of all children and vulnerable adults is of paramount importance to Friends of St. Marys Church, Stevington.

FOSM has a duty of care to ensure any person attending a FOSM event is appropriately protected from harm.

The objective of this document is to define how, in carrying out its objectives and activities, FOSM strives to protect all vulnerable persons regardless of their age, gender, ethnicity, religion, faith or sexuality.

### Policy

Any suspicions or allegations of abuse or harm against a child or vulnerable adult will be taken seriously and dealt with appropriately.

Safeguarding issues will be considered at planning and delivery stages of all FOSM events.

FOSM do not directly supervise children or vulnerable adults at any of the events they organise. If FOSM organise an event that includes children it must be stated that children must be accompanied by parents or guardians who will be responsible for them.

### Procedure

- FOSM have appointed Tricia Lennie to be the designated safeguarding officer who will manage any accusations, disclosures or concerns.
- A risk assessment will be carried out during the planning stage of any event or activity organised by FOSM. Specific consideration will be given to safeguarding issues.
- The lead officer will record any accusation, disclosure or concern.
- The lead officer will ensure any safeguarding issue receives appropriate action and is referred to statutory agencies if required.

- The lead officer will ensure that any safeguarding issue is discussed at a meeting of FOSM trustees. The issue and action taken will be recorded in the minutes of that meeting.
- All Trustees will be provided with documentation explaining their safeguarding duties and FOSM safeguarding procedures.
- Trustees are required to sign an acknowledgement that they have read, understand and will comply with their FOSM safeguarding duties
- At least two FOSM trustees must attend safeguarding training provided by an independent organisation every two years and report back key learning points to all FOSM trustees.
- FOSM safeguarding policy and procedure will be reviewed every two years.

Friends of St Marys Church Stevington  
May 2020

Policy readopted May 2022  
Tricia Lennie and Jane O'Connor have completed up to date, certified safeguarding training.