

# Fringe By The Sea – Safeguarding Policy

Updated November 2020



The purpose of this policy statement is to protect children and young people and vulnerable adults who are involved in Fringe By The Sea from harm.

The policy gives staff and volunteers, as well as children and young people and vulnerable adults and their families, information about the overarching principles that guide our approach to protection of these individuals.

This policy applies to anyone working on behalf of Fringe By the Sea including management, directors, paid staff, volunteers, temporary staff and students.

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in Scotland. Legislation includes: United Nations Convention on the Rights of the Child (UNCRC), Children and Young People (Scotland) Act (2014), Protection of Vulnerable Groups (Scotland) Act (2007), General Data Protection Regulation (GDPR) (2018), Equality Act (2010), Getting it right for every child (GIRFEC).

Our involvement with children, young people and vulnerable adults may take the form of participatory workshops and sessions which are run face to face and digitally. They may also be involved at different levels in the public presentation of creative arts projects.

We work closely and sensitively with partner organisations in involving vulnerable children, young people and adults.

A designated lead for the role of Safeguarding is assigned as the General Manager at Fringe By The Sea.

This role includes:

- Dealing with disclosures and concerns about a child or young person
- Managing allegations against staff and volunteers
- Recording concerns and information sharing
- Child protection records retention and storage
- Code of conduct for partners, participants, staff and volunteers
- Behaviour codes for children and young people
- Managing consent in participation
- Photography and sharing images guidance
- Safer recruitment
- Online safety including appropriate security and safety around videoconferencing
- Anti-bullying

- Managing complaints
- Whistleblowing
- Health and safety
- Induction, training, supervision and support
- Adult to child supervision ratios

We believe that:

Children and young people and vulnerable adults should never experience abuse of any kind and we have a responsibility to promote the welfare of all children and young people and vulnerable adults to keep them safe and to practise in a way that protects them.

We recognise that the welfare of children and vulnerable adults is paramount in all the work we do and in all the decisions we take all - regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation - have an equal right to protection from all types of harm or abuse.

Some children and vulnerable adults are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues

Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's and vulnerable adult's welfare.

We will seek to keep children and young people and vulnerable adults safe by:

- valuing, listening to and respecting them
- appointing a nominated child protection lead for children and young people, a deputy and a lead director member for safeguarding
- adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for staff and volunteers
- developing and implementing an effective online safety policy and related procedures
- providing effective management for staff and volunteers, partners and creative artists through supervision, support, training and quality assurance measures so that all know about and follow our policies, procedures and behaviour codes confidently and competently
- recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made
- recording, storing and using information professionally and securely, in line with data protection legislation and guidance
- sharing information about safeguarding and good practice with children and vulnerable adults and their families via leaflets, posters, group work and one-to-one discussions
- making sure that children, young people, vulnerable adults and their families know where to go for help if they have a concern



- using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
- using our procedures to manage any allegations against staff and volunteers appropriately
- creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- ensuring that we have effective complaints and whistleblowing measures in place
- ensuring that we provide a safe physical environment for our children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- building a safeguarding culture where staff and volunteers, children, young people and their families, treat each other with respect and are comfortable about sharing concerns

We are committed to reviewing our policy and good practice annually.

This policy was last reviewed on 24<sup>th</sup> November 2020.

Signed: .....

Date: 24<sup>th</sup> November 2020

Name: Jackie Shuttleworth

Contact number: 07490164824