



# British Entomological & Natural History Society

## **BENHS Children and Adults at Risk Safeguarding Policy**

### **Purpose and Aim of the Policy**

Children and vulnerable adults have the right to live their lives to the fullest potential, to be protected from harm, to be able to live free from fear of abuse, neglect and exploitation and to be able to participate in, and enjoy, activities and to be treated with dignity and respect.

### **Scope of the Policy**

This policy applies to all staff, volunteers and trustees within the **British Entomological and Natural history Society** hereafter referred to as the **BENHS** and will explain their responsibilities, as well as that of the BENHS, of their duty in respect of protection of children and adults at risk.

### **Context**

For adults – Care Act 2014

For Children – Working Together to Safeguard Children 2018 (Statutory guidance on inter-agency working to safeguard and promote the welfare of children)

Further advice and guidance is available from Berkshire West Safeguarding Children Partnership (in Reading)

website: <https://berks.proceduresonline.com/reading/index.html>

### **Policy Statement**

The purpose of this policy is to protect children and adults at risk who come into contact with the BENHS through our work.

To provide BENHS staff, volunteers and trustees with the overarching principles of safeguarding children and adults at risk.

Everyone is responsible for ensuring that children and adults at risk are safe.

## **Definition - Safeguarding Adults at Risk**

Safeguarding adults at risk means protecting their right to live in safety and free from abuse and neglect. An adult at risk is anyone aged 18 or over who:

- has need for care and support
- is at risk of, or is experiencing, abuse or neglect
- is unable to protect himself or herself from either the risk of, or the experience of, abuse or neglect

Adults such as these may:

- have an illness affecting mental or physical health
- suffer from drug or alcohol problems
- have a learning disability
- be frail

## **Definition - Safeguarding Children**

A child is anyone under the age of 18. Safeguarding means:

- protecting children from abuse and maltreatment
- preventing harm to children's health and development
- ensuring children grow up with the provision of safe and effective care
- taking action to help all children and young people to have the best outcomes

## **Actions required following disclosure of needs**

- Children must be accompanied by a designated, responsible adult when attending any event organised by the BENHS
- Any adult who confides with a member of staff, volunteer or trustee and discloses a need that would place an individual in the category of an adult at risk should be assured that the information will be shared only with people who need to know about it and that, after an assessment of their needs, reasonable adjustments will be put in place to ensure that individual's safety during any event organised by the BENHS. Appropriate records should be made.

## **Recruitment of Staff, Volunteers and Trustees**

BENHS is committed to Safer Recruitment including DBS checks where appropriate.

## **Training and Awareness**

BENHS will ensure that all staff, volunteers and trustees will have the appropriate level of awareness training on safeguarding adults at risk and children.

## **Confidentiality and Information Sharing**

All staff, volunteers and trustees will always maintain confidentiality in line with the data protection principles. Data should be stored in a secure place with access limited to designated people.

However, information should be shared with the appropriate staff member, volunteer or trustee and with the appropriate Authorities where there is a risk of immediate harm. Promises of confidentiality should not be given to someone alleging abuse as this may conflict with the need to ensure the safety and welfare of the individual. Information should be disseminated on a need to know basis.

## **Reporting Concerns**

If there are concerns about the safety of a child or adult at risk these should be raised initially with the BENHS lead person (see below). This reporting of your concern should take place as soon as possible and a record made. The lead person of the BENHS will decide the appropriate course of action; this could include informing the local contacts (see below). Any agreed actions will be implemented.

## **Complaint Against a Society Member, Employee or Volunteer**

Where an allegation is made involving a Society member, employee or volunteer, this must be taken seriously and could result in the following taking place:

- criminal investigation
- a child protection/adult at risk investigation
- disciplinary/misconduct investigation

## **Contact Details**

### **i) Lead Persons for the BENHS**

The President

The Senior Vice President

The Junior Vice President

(See Appendix for names and contact information)

### **ii) Local Contacts**

#### **• Berkshire Contacts - Children**

Berkshire West Safeguarding Children Partnership (in Reading), Esther Blake 0118 9373269  
or [esther.blake@brighterfuturesforchildren.org](mailto:esther.blake@brighterfuturesforchildren.org)

Any adult who is concerned that the situation is urgent or a child is at risk of suffering significant harm should consult or refer to the Children's Single Point of Access, Tel: 0118 937 3641, 9am to 5pm, Monday to Friday (excluding bank holidays). Outside these hours, contact the Emergency Duty Team on 01344 786543

If a child is at immediate risk dial 999 and ask for Police assistance.

- **Berkshire Contacts - Adults**

Reading Borough Council, Bridge Street, Reading, RG1 2LU

Duty Service available 5pm to 9am weekdays, 24hrs on weekends and bank holidays.  
Tel: 01344 786543

**Date of Policy: 6 February 2020**

**The President:**



**Policy review date: 28 March 2020, and following each Annual Meeting thereafter.**

***The Policy then to be issued to, and receipted by, all Trustees and Staff. In addition the Policy is to be sent to all tutors and leaders of indoor workshops, field and other meetings and events conducted by the BENHS.***

**BRITISH ENTOMOLOGICAL & NATURAL HISTORY SOCIETY (Registered Charity No. 213149), The Pelham-Clinton Building, Dinton Pastures Country Park, Davis Street, Hurst, Reading, RG10 0TH**