

## **The Broads Society Safeguarding Policy**

### **1. Policy Statement:**

The Broads Society is committed to creating and maintaining a safe and positive environment for all individuals associated with the organisation, including trustees, employees, members and volunteers. This safeguarding policy outlines our commitment to preventing and addressing any form of harm, abuse, or exploitation.

### **2. Scope:**

This policy applies to all trustees, employees, members and volunteers associated The Broads Society.

### **3. Key Principles:**

The welfare and safety of individuals will always be our paramount concern.

All individuals associated with the charity have the right to be treated with dignity, respect, and kindness.

Everyone has a responsibility to safeguard and promote the welfare of individuals and to report any concerns.

### **4. Definitions:**

**Safeguarding:** The process of protecting individuals' well-being and ensuring they are safe from harm, abuse, or exploitation.

**Harm:** Any adverse impact on an individual's physical, emotional, or psychological well-being.

### **5. Responsibilities:**

**Trustees:** Responsible for the overall implementation and monitoring of the safeguarding policy.

**Employees and Volunteers:** Required to familiarise themselves with the policy and report any concerns to the designated safeguarding officer.

### **6. Designated Safeguarding Officer:**

[Name and contact details of the designated safeguarding officer]. This person will be responsible for receiving and managing all safeguarding concerns.

### **7. Reporting Procedures:**

All concerns regarding the well-being or safety of individuals must be reported to the designated safeguarding officer promptly.

Reports can be made verbally or in writing. Anonymous reports will also be accepted.

#### 8. Confidentiality:

All information regarding safeguarding concerns will be handled with the utmost confidentiality, shared only with those who need to know for the purpose of safeguarding.

#### 9. Training:

All trustees, employees, and volunteers will receive appropriate safeguarding training on a regular basis.

#### 10. Review and Updates:

This policy will be reviewed annually and updated as necessary to reflect any changes in legislation or organisational structure.

#### 11. Implementation:

This safeguarding policy will be communicated to all individuals associated with the charity.

#### 12. Acknowledgment:

All individuals associated with The Broads Society are required to acknowledge that they have read, understood, and agree to comply with this safeguarding policy.