CAMELFORD SHOW

SAFEGUARDING POLICY

AUGUST 2023

**Safeguarding Policy**

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12. **Introduction.**
	1. The Camelford Show Committee is committed to supporting and promoting the welfare of volunteers, exhibitors and members of the public and is committed to the provision of a safe environment at the event.
	2. The Committee recognises that within the event volunteers may come into contact with children or vulnerable adults.
	3. The Committee wishes to ensure that it maintains the highest possible standards to meet its responsibilities to protect and safeguard the welfare of children and vulnerable adults.
	4. In the discharge of its functions and in implementing this policy and procedure the Committee will remain mindful of its duty of care and other legal obligations, such as those it owes under the Health and Safety at Work Act 1974, the Data Protection Act 1998, The Safeguarding Vulnerable Group Act 206, Equality Act 2010, The Protection of Freedom Act 2012, The Counter Terrorism and Security Act 2015. Additional information is available within the Guidance on Safeguarding documents.
	5. This Policy and associated Guidance are designed to the assist the committee to achieve the commitments set out above and to take reasonable steps to safeguard those who are vulnerable by ensuring there are clear guidelines and procedures for identifying risk, reporting concerns and that appropriate action is taken.
	6. Contact with children and /or vulnerable adults may occur in any part of the event
	7. This policy sets out how the committee will deal with concerns raised that an individual may be at risk.
* A child or adult raises an allegation of abuse, harm or other inappropriate behaviour.
* There are suspicions or indications that a child or adult is being abused or harmed or is at risk of exploitation, harm or abuse.
* There are observable changes in a child or adult’s appearance or behaviour that may be related to exploitation, harm or abuse.
* A concern is raised that an individual presents a risk of abuse or harm towards a child or adult in relation to, for example, his/her criminal convictions, or downloading, possession or distribution of inappropriate images or extremist material.
* Concerns arise that a volunteer is vulnerable to radicalisation and there is an identifiable risk of being drawn in to terrorism.
1. **Key Principles**.
	1. The Committee will take all safeguarding concerns including suspicions and allegations of exploitation, harm or abuse (including radicalisations) seriously and will report concerns promptly.
	2. Safeguarding referrals to the relevant statutory authority will be

made on the basis of identified and considered risk.

* 1. At the event all volunteers should normally report any safeguarding

concerns in the first instance to a Safeguarding Officer or to the Medical Centre who will in turn take the appropriate action.

* 1. Appropriate DBS checks are required by the Camelford Show Committee to be carried out.
1. **Scope**

 **3.1 Definition of vulnerability**.

For the purpose of this policy the committee defines vulnerability as being when a child or adult is at risk of exploitation, harm or abuse, including the risk of radicalisation. While the definition of vulnerable adult or child are set below, the policy notes that a person can become vulnerable as a results of specific circumstances or situation which may increase the risk of exploitation.

**3.2 Vulnerable Adult**

The committee defines a vulnerable adult as a person age 18 or over who is or may be, in need of services by reason of mental or other disability, age or illness and who is, or may be unable to take care of him or herself or unable to protect him or herself against significant harm, abuse or exploitation, including being drawn into terrorism.

**3.3 Definition of a child**

The committee defines a child as a person who is under the age of 18. The fact that a child has reached 16 years of age, is living independently or is in further education does not change his or her status for the purpose of this policy.

3.4 For the purpose of this policy the committee deem to include all volunteers, exhibitors and member of the public.

1. **Designated Safeguarding Officers**
	1. Debbie Babb
	2. Leah Dickinson
	3. Margaret Schwarz

These persons will have the back up the medical team at the event.

 **5. Reporting Safeguarding concerns.**

5.1 It is the remit of Social Services and or the Police to investigate safeguarding concerns. The Committee will undertake a risk assessment before making a referral to such an external agency.

5.2 Safeguarding concerns should be reported to a designated Safeguarding Officer so a written report can be made.

5.3 In the first instance a member of the Committee should normally report any safeguarding concerns to the Safeguarding Officers at the event.

5.4 If a Safeguarding Officer is not available then the matter may be reported direct the Police or Social Services.

1. **Risk Assessment**

6.1 If a safeguarding concern is raised with a designated Safeguarding Officer a risk assessment is undertaken to assess the appropriateness of a referral to Social Services or the Police.

6.2 The designated Safeguarding Officer (or nominee) is responsible for ensuring that a record of the risk assessment process and the outcome of the risk assessment is made and any appropriate follow up action is undertaken.

6.3 The Committee will liaise with other partner agencies as appropriate in order to address the safeguarding concerns identified.

1. **Action by Committee**

7.1 The Committee reserve the right to take any action deemed necessary with regards to safeguarding concerns.

 **8. Retention of information**

8.1 Written records of any safeguarding concerns will be retained for as long as is necessary for the purpose for which it was obtained or as legally required or lawfully permitted.

8.2 All documents will be held by the Secretary of event in a secure cabinet.

 **9. Training**.

9.1 The Committee will ensure that training of volunteers will be carried out as required so that there is always appropriate persons to cover the Safeguarding Officer Position.

 **10. Monitoring and Evaluation.**

10.1 The designated Safeguarding Officers will record any incident relating to safeguarding concerns and will report to the Committee on a yearly basis.

**11. Review of Policy and Procedures.**

11.1The Committee is responsible for overseeing and updating this policy and procedures particularly with respect to the legal obligations and external requirements. This policy and procedure will be formally reviewed every three years and updated as appropriate.

PC/CS/08/2019/SGP