During the pandemic the number of volunteers and community groups in Havering increased significantly, and we are keen to support the work being done at that local level, promoting best practice and helping to keep those they assist safe.

[Government guidance on reporting safeguarding concerns in a charity](https://www.gov.uk/government/publications/guidance-on-reporting-safeguarding-concerns-in-a-charity/guidance-on-reporting-safeguarding-concerns-in-a-charity) was updated in March 2022. Every organisation that delivers charitable activities has a responsibility to safeguard people from harm or abuse whether they're staff members, volunteers, or people supported by the charity. This guidance will help you report safeguarding concerns about the behaviour or actions of a charity employee or volunteer.

We all have a responsibility to help keep children safe. Organisations working with children and young people must have safeguarding policies and procedures in place and be able to respond to child protection concerns. But we understand that it's not always easy to know exactly what you need to do.

That's why we've produced a range of resources for voluntary and community groups. Whether you're just starting out or you're reviewing existing processes, we're here to help.

All our training is free, e.g. funded for your staff and volunteers to access. There is live training, face to face and online, plus e learning to access at any time here <https://training.safeguardinghavering.org.uk/>

Funding and commissioning organisations may have safeguarding expectations in their tender and contract processes.

**Safeguarding - What it is and who it applies to**

Charity Trustees must:

* Safeguard children and adults at risk, and protect anyone that comes into contact with their charity from harm.
* Appoint a safeguarding lead to work with your local authority Safeguarding Boards
* Manage concerns, complaints, whistleblowing and allegations relating to child protection or adults at risk effectively

• Follow relevant legislation and guidance.

Protecting people and safeguarding responsibilities should be a governance priority for all charities.  Establish good safeguarding policies and procedures that all trustees, staff and volunteers follow and make sure all staff and volunteers receive regular training on child protection or working with adults at risk.

The Trustees should be mindful of their reporting obligations to the Charity Commission in respect of [Serious Incident Reporting](https://www.gov.uk/guidance/how-to-report-a-serious-incident-in-your-charity#what-to-report) and, if applicable, other regulators.  They should be aware of the Government [guidance on handling safeguarding allegations](https://safeguarding.culture.gov.uk/)

Policies and training should include guidance on fundraising, face to face and online safety, including how to report concerns about an  adult or child, including whistleblowing. The Board must have oversight of any policies and procedures and approve them, usually with the Chair’s signature. Policies should only state what the organisation can feasibly carry out and should be as straightforward to implement as possible.

**Find out more here:**

Waltham Forest film: <https://www.youtube.com/watch?v=HHQG8CJROhU>

Inter Faith Forum <https://www.interfaith.org.uk/involved/contact/havering-inter-faith-forum>

Havering Volunteer Centre <https://www.haveringvc.org.uk/>

[Help and guidance | NCVO](https://www.ncvo.org.uk/help-and-guidance/#/)

Basic small charity safeguarding policy template [here](https://www.charityexcellence.co.uk/Home/BlogDetail?Link=Charity_Safeguarding_Policy#:~:text=Safeguarding%20Principles&text=Nobody%20who%20is%20involved%20in,a%20way%20that%20protects%20them.):

**Self-Assessment tool for voluntary Sector organisations**

This assessment provides a step-by-step guide to help voluntary and community organisations best meet safeguarding and child protection practices. The assessment is based on the [NSPCC safeguarding and child protection standards for the voluntary and community sector (2019)](https://learning.nspcc.org.uk/research-resources/2019/safeguarding-child-protection-standards/) and has been developed for people working with children and young people from 0-18 years old. You should use the tool at least once a year as part of your ongoing child protection work

**Standards**

The tool is organised into six topics or standards:

1. recruitment, induction and supervision
2. protecting children and young people
3. preventing and responding to bullying
4. running safe activities and events
5. recording and storing information
6. sharing information and working with other agencies.

For organisations working primarily with adults, there are also some safeguarding self-assessment tools

This tool is based on the Charity’s Commission’s 10 actions Trustee Boards need to take to ensure good safeguarding governance

The **Hear by Right Self-Assessment Tool**makes it easy and practical to map evidence of current participation in your organisation and then develop your strategy to build on it. It has been produced with Participation Works for Voluntary, Community and other Third Sector organisations to help you measure and improve participation in your organisation and show evidence of this to funders and commissioners of services.

More detail is available by visiting the [National Youth Agency website](https://www.nya.org.uk/)